

## 3000 OPERATIONS

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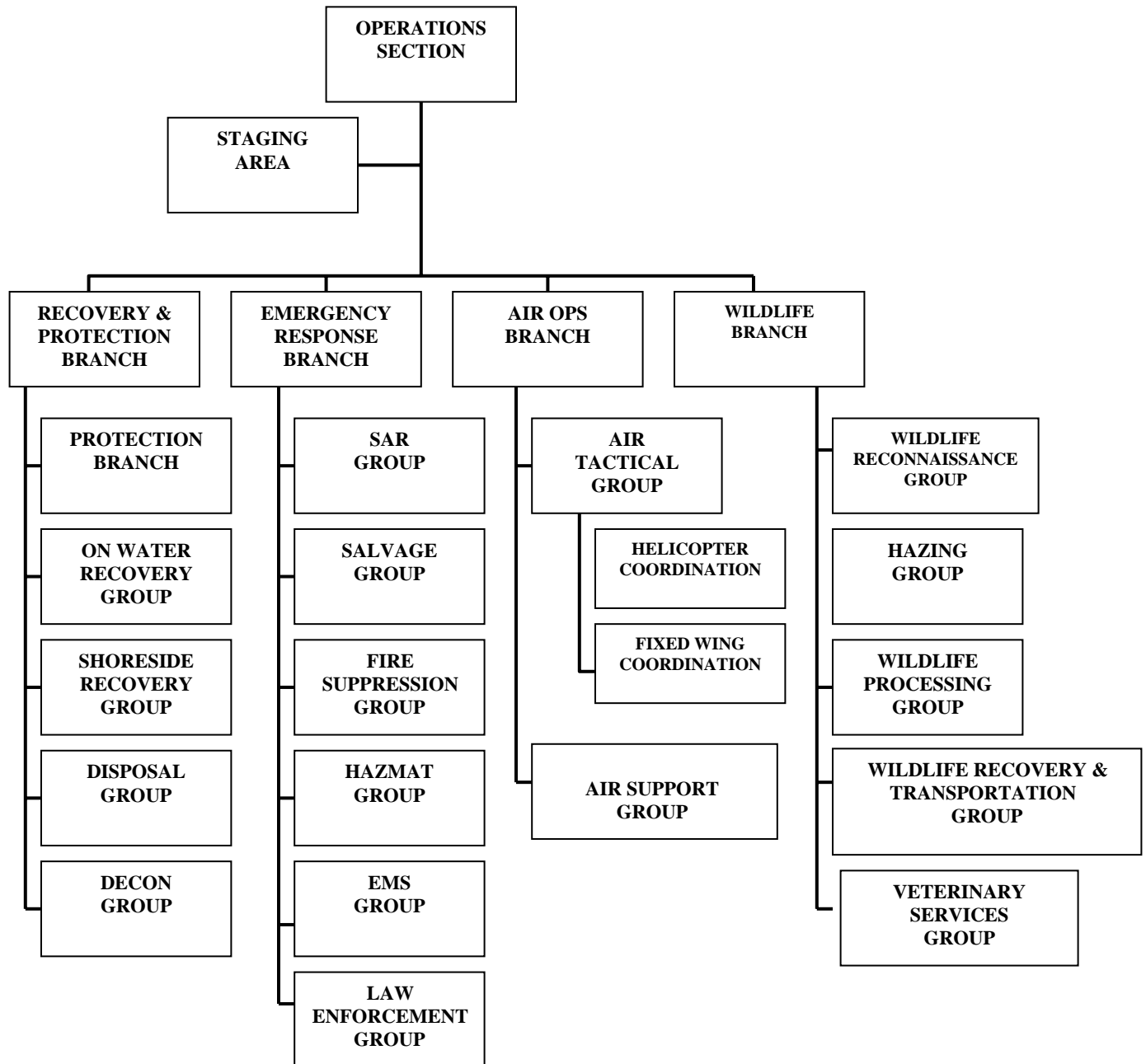
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## 3100 Operations Section Organization

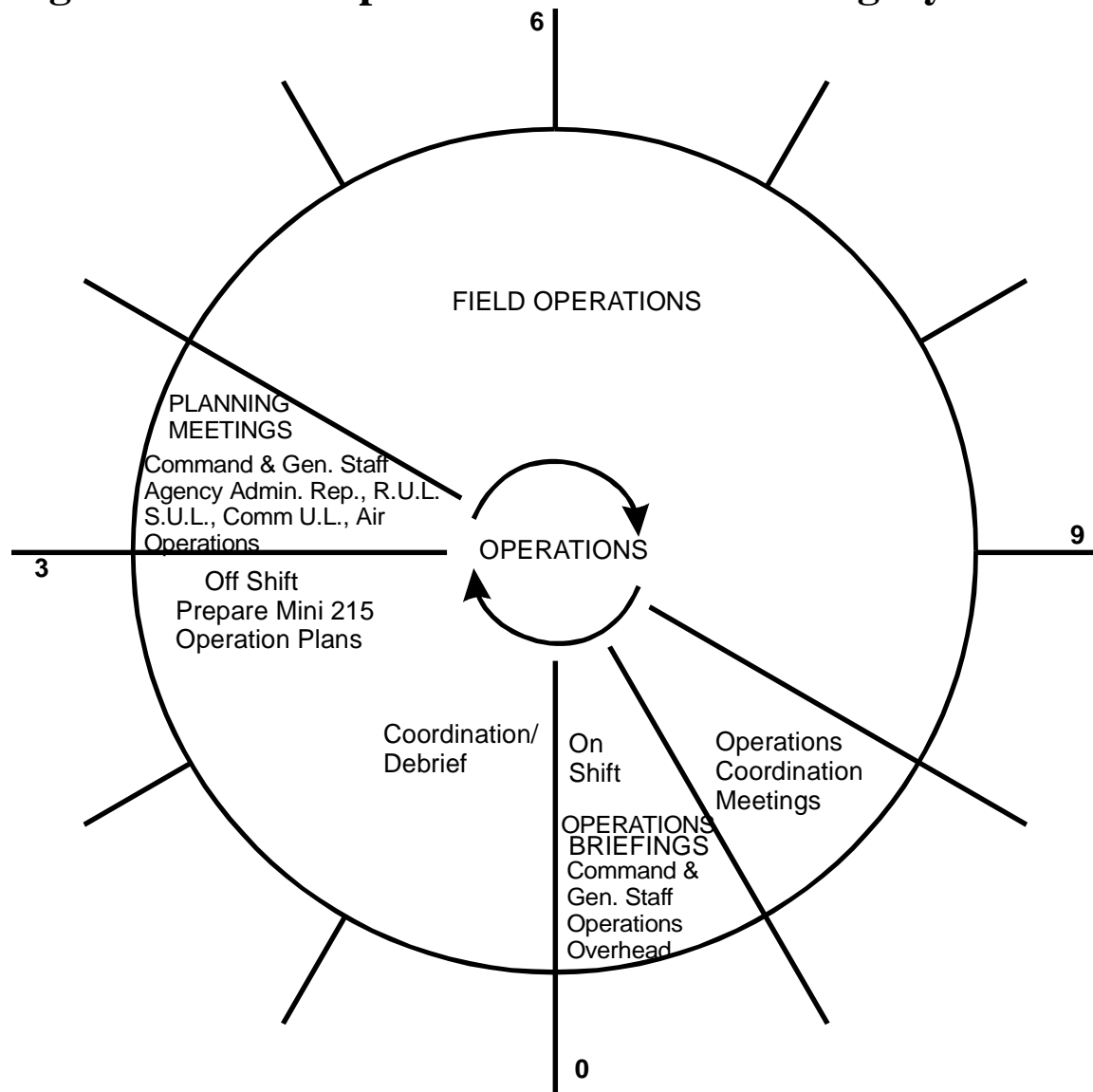
Responsible for all operations directly applicable to the primary mission. Directs the preparation of unit operational plans, requests or releases resources, makes expedient changes to the Incident Action Plan as necessary and reports such to the Incident Commander (IC/UC). Includes the Recovery and Protection Branch, Emergency Response Branch, Air Operations Branch, and Wildlife Branch. The IC/UC will determine the need for a separate Operations Section at an incident or event. Until Operations is established as a separate Section, the IC/UC will have direct control of tactical resources.

### OPERATIONS SECTION DIAGRAM

FIGURE 3000-A



**Figure 3000-B: Operations Section Planning Cycle Guide**



Based on a 12 hour operational period, may be modified based on actual duration of operational period (e.g. 24, 36, etc.)

#### ABBREVIATIONS & ACRONYMS

Agency Admin Rep.:	Agency Administrator Representative
Comm. U.L.:	Communications Unit Leader
Gen.:	General
R.U.L.:	Resources Unit Leader
S.U.L.:	Situation Unit Leader

## **3200 ROLES AND RESPONSIBILITIES**

### **3210 Operations Section Chief**

The Operations Section Chief is responsible for the management of all operations directly applicable to the primary mission. The Operations Chief activates and supervises elements in accordance with the Incident Action Plan and directs its execution; activates and executes the Site Safety Plan; directs the preparation of unit operational plans, requests or releases resources, makes expedient changes to the Incident Action Plans as necessary, and reports such to the Incident Commander.

There is only one Operations Section Chief for each operational period. That person is normally (but not always) from the jurisdictional or agency which has the greatest involvement either in terms of resources assigned or area of concern.

- a. Review Common Responsibilities (Section 2120).
- b. Develop operations portion of Incident Action Plan.
- c. Brief and assign operations personnel in accordance with Incident Action Plan.
- d. Supervise the execution of the Incident Action Plan for Operations.
- e. Request resources needed to implement the Operation's tactics as part of the Incident Action Plan development (ICS 215).
- f. Ensure safe tactical operations.
- g. Make or approve expedient changes to the Incident Action Plan during the operational period as necessary.
- h. Approve suggested list of resources to be released from assigned status (not released from the incident).
- i. Assemble and disassemble teams/task forces assigned to operations section.
- j. Report information about changes in the implementation of the IAP, special activities, events, and occurrences to Incident Commander as well as to Planning Section Chief and Information Officer.
- k. Maintain Unit/Activity Log (ICS 214).

### **3211 Staging Area Manager**

Under the Operations Section Chief, the Staging Area Manager is responsible for managing all activities within the designated staging areas.

- a. Review Common Responsibilities (Section 2120).
- b. Implement pertinent sections of the Incident Action Plan.
- c. Establish and maintain boundaries of staging areas.
- d. Post signs for identification and traffic control.
- e. Establish check-in function as appropriate.
- f. Determine and request logistical support for personnel and/or equipment as needed.
- g. Advise Operations Section Chief of all changing situation/conditions on scene.
- h. Respond to requests for resource assignments.
- i. Respond to requests for information as required.
- j. Demobilize or reposition staging areas as needed.
- k. Maintain Unit/Activity Log (ICS 214).

### **3212 Branch Director**

The Branch Directors when activated, are under the direction of the Operations Section Chief, and are responsible for the implementation of the portion of the Incident Action Plan appropriate to the Branches.

- a. Review Common Responsibilities (Section 2120).

- b. Develop with subordinates alternatives for Branch control operations.
- c. Attend planning meetings at the request of the Operations Chief.
- d. Review Division/Group Assignment Lists (ICS 204) for Divisions/Groups within Branch.  
Modify lists based on effectiveness of current operations.
- e. Assign specific work tasks to Division/Group Supervisors.
- f. Supervise Branch operations.
- g. Resolve logistics problems reported by subordinates.
- h. Report to Operations Chief when: Incident Action Plan is to be modified; additional resources are needed; surplus resources are available; hazardous situations or significant events occur.
- i. Approve accident and medical reports (home agency forms) originating within the Branch.
- j. Maintain Unit/Activity Log (ICS 214).

### **3213 Division/Group Supervisor**

The Division and/or Group Supervisor reports to the Operations Section Chief or Branch Director when activated. The supervisor is responsible for the implementation of the assigned portion of the Incident Action Plan, assignment of resources within the division/group, and reporting on progress of control operations and status of resources within the division/group.

- a. Review Common Responsibilities (Section 2120).
- b. Implement Incident Action Plan for division/group.
- c. Provide available Incident Action Plan to team/task force leaders.
- d. Identify geographic areas or functions assigned to the divisions and groups.
- e. Review division/group assignments and incident activities with subordinates and assign tasks.
- f. Ensure that Incident Communications and/or Resources Unit is advised of all changes in status of resources assigned to the division and/or group.
- g. Coordinate activities with other divisions.
- h. Determine need for assistance on assigned tasks.
- i. Submit situation and resources status information to Branch Director or Operations Section Chief.
- j. Report special occurrences or events such as accidents or sickness to the immediate supervisor.
- k. Resolve logistics problems within the division/group.
- l. Participate in the development of Branch plans for the next operational period.
- m. Maintain Unit/Activity Log (ICS 214).

### **3220 Air Operations Branch / Director**

If established separately at an incident, Air Operations will be activated at the Branch level within the Operations Section. Usually this is done on incidents which may have complex needs for the use of aircraft in both tactical and logistical operations.

The Air Operations Branch Director, who is ground based, is primarily responsible for preparing the air operations portion of the Incident Action Plan. The Incident Action Plan will reflect agency restrictions that have an impact on the operational capability or utilization of resources such as night flying or hours per pilot. After the Incident Action Plan is approved, air operations is responsible for implementing its strategic aspects, those that relate to the overall incident strategy as opposed to those that pertain to tactical operations like specific target selection. Additionally, the Air Operations Branch Director is responsible for providing logistical support to helicopters operating on the incident. Specific tactical activities including target selection, or suggested modifications to specific tactical actions in the Incident Action Plan, are normally performed by the Air Tactical Group Supervisor working with ground and air resources.

- a. Review Common Responsibilities (Section 2120).
- b. Organize preliminary air operations.
- c. Request declaration or cancellation of restricted air space area.

- d. Participate in planning meetings as required.
- e. Participate in preparation of the Incident Action Plan.
- f. Perform operational planning for air operations.
- g. Prepare and provide Air Operations Summary Worksheet to the Air Support Group and Fixed Wing Bases.
- h. Determine coordination procedures for use by air organization with ground Branches, Divisions, or Groups.
- i. Coordinate with appropriate Operations Section personnel.
- j. Supervise all air operations activities associated with the incident (ICS 220).
- k. Establish procedures for emergency reassignment of aircraft.
- l. Schedule approved flights of non-incident aircraft in the restricted air space area.
- m. Inform the Air Tactical Group Supervisor of the air traffic situation external to the incident.
- n. Resolve conflicts concerning non-incident aircraft.
- o. Coordinate with Federal Aviation Agency.
- p. Update air operations plans.
- q. Report to the Operations Section Chief on air operations activities.
- r. Arrange for an accident investigation team when warranted.
- s. Maintain Unit/Activity Log (ICS 214).

### **3221 Air Tactical Group / Supervisor**

The Air Tactical Group Supervisor is primarily responsible for the coordination and scheduling of aircraft operations intended to locate, observe, track, survey, support dispersant applications, or other deliverable response application techniques, or report on the incident situation when fixed and/or rotary-wing aircraft are airborne at an incident. These coordination activities are performed by the Air Tactical Group Supervisor while airborne. The Air Tactical Group Supervisor reports to the Air Operations Branch Director.

- a. Review Common Responsibilities (Section 2120).
- b. Determine what aircraft (fixed wing and helicopters) are operating within the area of assignments.
- c. Obtain briefing from the Air Operations Branch Director or Operations Section Chief.
- d. Manage air tactical activities based upon the Incident Action Plan.
- e. Establish and maintain communications with Air Operations, Fixed Wing Aircraft and Helicopter Coordinators, Air Support Group Supervisor, and Fixed-Wing Bases.
- f. Coordinate approved flights on non-incident aircraft or non-tactical flights in restricted air space area.
- g. Coordinate dispersant, in-situ burning, and bio-remediation application through the Air Operations Branch Director.
- h. Obtain information about air traffic external to the incident.
- i. Receive reports of non-incident aircraft violating restricted air space area.
- j. Make tactical recommendations to approved ground contact (Operations Section Chief, Branch Director, or Division Supervisor).
- k. Inform the Air Operations Branch Director of tactical recommendations affecting the air operations portion of the Incident Action Plan.
- l. Coordinate air surveillance mission scheduling and observer assignments with the Situation Unit Leader.
- m. Identify remote sensing technology that may enhance surveillance capabilities.
- n. Coordinate air surveillance observations and provide reports by the most direct methods available.
- o. Report on air surveillance and operations activities to Air Operations Branch Director.
- p. Coordinate application monitoring requirements with the Helicopter and Fixed Wing Coordinators and the Situation Unit.
- q. Report on air application activities to the Air Operations Director.
- r. Report on incidents/accidents.
- s. Maintain Unit/Activity Log (ICS 214).

#### **3221.1 Helicopter Coordination / Coordinator**

The Helicopter Coordinator is primarily responsible for the coordination of all tactical or logistical helicopter missions while in flight over the mission. The Helicopter Coordinator is also responsible for the coordination and scheduling of helicopter operations intended to locate, observe, track, surveil, or report on the incident situation. The Helicopter Coordinator coordinates the application of dispersants, in-situ burning agents and bio-remediation agents. The Helicopter Coordinator reports to the Air Tactical Group Supervisor.

- a. Review Common Responsibilities (Section 2120).
- b. Determine the type and quantity of aircraft operating within incident assignment area.
- c. Determine helicopter capabilities and limitations.
- d. Survey and report on potential problems within incident assignment area (other aircraft hazards, ground hazards, etc.).
- e. Coordinate air traffic control procedures with pilots, Air Operations Branch Director, Air Tactical Group Supervisor, Fixed Wing Coordinator, and the Air Support Group.
- f. Coordinate the use of communication frequencies for ground-to-air and air-to-air communications with the Air Tactical Supervisor and the Communications Unit.
- g. Assign and ensure use of appropriate operating frequencies by incident helicopters.
- h. Coordinate and make geographic assignments for helicopter operations with the Air Tactical Group Supervisor.
- i. Implement and monitor all safety requirements and procedures.
- j. Ensure that approved night flying procedures are being followed.
- k. Supervise all helicopter activities.
- l. Immediately report accidents or incidents to the Air Tactical Group Supervisor and the Air Operations Branch Director.
- m. Maintain Unit/Activity Log (ICS 214).

### **3221.2 Fixed Wing Coordination / Coordinator**

The Fixed Wing Coordinator is primarily responsible for the coordination of assigned airborne fixed-wing aircraft operations at the incident. The Fixed Wing Coordinator is also responsible for the scheduling of fixed wing operations intended to locate, observe, track, survey, or report on the incident situation. The Fixed Wing Coordinator coordinates the application of dispersants, in-situ burning agents, and bio-remediation agents. The Fixed Wing Coordinator reports to the Air Tactical Group Supervisor.

- a. Review Common Responsibilities (Section 2120).
- b. Determine type and quantity of aircraft operating within the incident area.
- c. Determine fixed-wing aircraft capabilities and limitations.
- d. Survey and report on potential problems within incident assignment area.
- e. Coordinate air traffic control procedures with pilots, Air Operations, Air Tactical Group Supervisor, Helicopter Coordinator, and Air Support Group.
- f. Coordinate the use of communications frequencies for ground-to-air and air-to-air communication with the Air Tactical Group Supervisor and the Communications Unit.
- g. Implement and monitor all air safety requirements and procedures.
- h. Supervise all fixed-wing aircraft activities; receive assignments, brief pilots, assign missions, and report on mission completion; reassign as directed.
- i. Coordinate activities as appropriate with Air Tactical Group Supervisor, Helicopter Coordinator, and ground operations personnel.
- j. Immediately report accidents or incidents to the Air Tactical Group Supervisor and the Air Operations Branch Director.
- k. Maintain Unit/Activity Log (ICS 214).

### **3221.3 Air Support Group Supervisor**



The Air Support Group Supervisor is primarily responsible for supporting and managing helibase and helispot operations, and maintaining liaison with fixed-wing air bases. This includes providing: 1) fuel and other supplies, 2) maintenance and repair of helicopters, 3) keeping records of helicopter activity, and 4) providing enforcement of safety regulations. These major functions are preformed at helibases and helispots. Helicopters during landing and takeoff and while on the ground are under the control of the air support group's Helibase or Helispot manager. The Air Support Group Supervisor reports to the Air Operations Branch Director.

- a. Review common responsibilities
- b. Obtain copy of the Incident Action Plan from the Air Operations Branch Director, including the Air Operations Summary Worksheet.
- c. Participate in Air Operations Branch Director planning activities.
- d. Inform Air Operations Branch Director of group activities.
- e. Identify resources/supplies dispatched for air support group.
- f. Request special air support items from appropriate sources through logistics section.
- g. Identify helibase and helispot locations from the Incident Action Plan or from the Air Operations Branch Director.
- h. Determine need for assignment of personnel and equipment at each helibase or helispot.
- i. Coordinate special request for air logistics.
- j. Maintain coordination with air bases supporting the incident.
- k. Coordinate activities with Air Operations Branch Director.
- l. Obtain assigned ground to air frequency for helibase operations from the Communications Plan
- m. Inform Air Operations Branch Director of capability to provide night operations.
- n. Ensure compliance with each agency's operations checklist for day and night operations.
- o. Ensure dust abatement procedures are implemented at Helibases or Helispots.
- p. Provide crash-related service for helibases and helispots.
- q. Ensure that Air traffic Control procedures are established between Helibase and Helispots, and the Air Tactical Group Supervisor, Helicopter Coordinator or Air Tanker/Fixed Wing Coordinator.
- r. Maintain Unit/Activity Log (ICS 214).

### **3230 Recovery and Protection Branch / Director**

The Recovery and Protection Branch Director is responsible for overseeing and implementing the protection, containment and cleanup activities established in the Incident Action Plan. The Recovery and Protection Branch Director reports to the Operations Section Chief.

- a. Review Common Responsibilities (Section 2120).
- b. Participate in planning meetings as required.
- c. Develop operations portion of Incident Action Plan.
- d. Brief and assign operations personnel in accordance with Incident Action Plan.
- e. Supervise operations.
- f. Determine resource needs.

- g. Review recommendations and initiate release of resources.
- h. Report information about special activities, events, and occurrences to Operations Section Chief.
- i. Maintain Unit/Activity Log (ICS 214).

### **3231 Protection Group / Supervisor**

Under the Recovery and Protection Branch Director, the Protection Group Supervisor is responsible for the deployment of containment, diversion, and absorbing boom in designated locations. Depending on the size of the incident, the Protection Group may be further divided into teams, task forces and single resources.

- a. Review Common Responsibilities (Section 2120).
- b. Implement Protection Strategies in Incident Action Plan.
- c. Direct, coordinate and assess effectiveness of protective actions.
- d. Modify protective actions as needed.
- e. Brief the Recovery and Protection Branch Director on activities.
- f. Maintain Unit/Activity Log (ICS 214).

### **3232 On Water Recovery Group / Supervisor**

Under the Recovery and Protection Branch Director, the On Water Recovery Group Supervisor is responsible for managing on water recovery operations in compliance with the Incident Action Plan. The Group may be further divided into teams, task forces and single resources.

- a. Review Common Responsibilities (Section 2120).
- b. Implement Recovery Strategies in Incident Action Plan.
- c. Direct, coordinate and assess effectiveness of on water recovery actions.
- d. Modify protective actions as needed.
- e. Brief the Recovery and Protection Branch Director on activities.
- f. Maintain Unit/Activity Log (ICS 214).

### **3233 Shore Side Recovery Group / Supervisor**

Under the Recovery and Protection Branch Director, the Shore side Recovery Group Supervisor is responsible for managing shore side cleanup operations in compliance with the Incident Action Plan. The group may be further divided into Strike Teams, Task Forces and single resources.

- a. Review Common Responsibilities (Section 2120).
- b. Implement Recovery Strategies in Incident Action Plan.
- c. Direct, coordinate and assess effectiveness of shoreside recovery actions.
- d. Modify protective actions as needed.
- e. Brief the Recovery and Protection Branch Director on activities.
- f. Maintain Unit/Activity Log (ICS 214).

### **3234 Disposal Group / Supervisor**

Under the Recovery and Protection Branch Director, the Supervisor of the Disposal Group Supervisor is responsible for coordinating the on site activities of personnel engaged in collecting, storing, transporting, and disposing of waste materials. Depending on the size and location of the spill, the disposal groups may be further divided into teams, task forces, and single resources.

- a. Review Common Responsibilities (Section 2120).

- b. Implement disposal portion of Incident Action Plan.
- c. Ensure compliance with all hazardous waste laws and regulations.
- d. Maintain accurate records of recovered material.
- e. Brief Recovery and Protection Branch Director on activities.
- f. Maintain Unit/Activity Log (ICS 214).

### **3235 Decon Group / Supervisor**

Under the Recovery and Protection Branch Director, the Decontamination Group Supervisor is responsible for decontamination of personnel and response equipment in compliance with approved statutes.

- a. Review Common Responsibilities (Section 2120).
- b. Implement Decontamination Plan.
- c. Determine resource needs.
- d. Direct and coordinate decontamination activities.
- e. Brief Site Safety Officer on conditions.
- f. Brief Recovery and Protection Branch Director on activities.
- g. Maintain Unit/Activity Log (ICS 214).

### **3240 Emergency Response Branch / Director**

The Emergency Response Branch Director is primarily responsible for overseeing and implementing emergency measures to protect life, mitigate further damage to the environment, and stabilize the situation.

- a. Review Common Responsibilities (Section 2120).
- b. Participate in planning meetings as required.
- c. Develop operations portion of Incident Action Plan.
- d. Supervise operations.
- e. Determine need and request additional resources.
- f. Review suggested list of resources to be released and initiate recommendation for release of resources.
- g. Report information about special activities, events, and occurrences to Incident Commander.
- h. Maintain Unit/Activity Log (ICS 214).

### **3241 Emergency Notifications**

Notifications under this section pertains to actions that may be required under the Emergency Response Branch. These notifications may or may not be mandatory according to current policy. The Emergency Response Branch Director should be familiar with the current policy within the particular area of responsibility. Notifications will vary depending on incident specific circumstances.

Notifications for oil spill events are discussed in Section 3320.

### **3242 Search and Rescue Group / Director**

Under the direction of the Emergency Response Branch Director, the SAR Group Supervisor is responsible for prioritization and coordination of all Search and Rescue missions directly related to a specific incident.

- a. Review Common Responsibilities (Section 2120).
- b. Prioritize Search and Rescue missions.
- c. Determine resource needs.
- d. Direct and coordinate Search and Rescue missions.

- e. Manage dedicated Search and Rescue resources
- f. Brief Emergency Response Branch Director on activities.
- g. Maintain Unit/Activity Log (ICS 214)

### **3243 Salvage Group / Supervisor**

Under the direction of the Emergency Response Branch Director, the Salvage Group Supervisor is responsible for coordinating and directing all salvage activities related to the incident.

- a. Review Common Responsibilities (Section 2120).
- b. Coordinate development of Salvage Plan.
- c. Determine resource needs.
- d. Direct and coordinate implementation of the Salvage Plan.
- e. Manage dedicated salvage resources.
- f. Brief Emergency Response Branch Director on activities.
- g. Maintain Unit/Activity Log (ICS 214).

### **3244 Fire Suppression Group / Supervisor**

Under the direction of the Emergency Response Branch Director, the Fire Suppression Group Supervisor is responsible for coordinating and directing all fire fighting activities related to the incident.

- a. Review Common Responsibilities (Section 2120).
- b. Prioritize responses to fires related to the incident.
- c. Determine resource needs.
- d. Direct and coordinate firefighting mission.
- e. Manage dedicated fire fighting resources.
- f. Brief Emergency Response Branch Director on activities.
- g. Maintain Unit/Activity Log (ICS 214).

### **3245 Hazardous Materials Group / Supervisor**

The HAZMAT Group Supervisor is responsible for coordinating and directing all hazardous materials activities related to the incident.

- a. Review Common Responsibilities (Section 2120).
- b. Prioritize HAZMAT responses related to the incident.
- c. Determine resource needs.
- d. Direct and coordinate HAZMAT responses.
- e. Manage dedicated HAZMAT group resources.
- f. Brief Emergency Response Branch Director on activities.
- g. Maintain Unit/Activity Log (ICS 214).

### **3246 Emergency Medical Services Group / Supervisor**

Under the direction of the Emergency Response Branch Director, the Medical (EMS) Group Supervisor is responsible for coordinating and directing all emergency medical services related to the incident.

- a. Review Common Responsibilities (Section 2120).
- b. Prioritize EMS responses related to the incident.
- c. Determine resource requirements.
- d. Direct and coordinate EMS responses.
- e. Manage dedicated EMS resources.
- f. Brief Emergency Response Branch Director on activities.
- g. Maintain Unit/Activity Log (ICS 214).

### **3247 Law Enforcement Group / Supervisor**

Under the direction of the Emergency Response Branch Director, the Law Enforcement Group Supervisor is responsible for coordinating and directing all law enforcement activities, related to the incident, which may include, but not limited to isolating the incident, crowd control, traffic control, evacuations, beach closures and/or perimeter security.

- a. Review Common Responsibilities (Section 2120).
- b. Determine resource needs.
- c. Direct and coordinate law enforcement response.
- d. Manage dedicated law enforcement resources.
- e. Manage public protection action e.g. evacuations, beach closures, etc.
- f. Brief Emergency Response Branch Director on activities.
- g. Maintain Unit/Activity Log (ICS 214).

### **3250 Wildlife Branch Director (Also refer to Section 9710 Wildlife Plan)**

The Wildlife Branch Director is responsible for minimizing wildlife losses during spill responses; coordinating early aerial, ground, and on-water reconnaissance of the wildlife at the spill; employing wildlife hazing measures; and recovering and rehabilitating impacted wildlife. A wildlife processing center should be established and maintained for: veterinary services, treatment and rehabilitation of oiled wildlife, storage and other support needs. The Branch Director will coordinate operations with the Oiled Wildlife Care Network (OWCN). The activities of private wildlife care groups, including those employed by the responsible party, will be overseen and coordinated by the Wildlife Branch Director.

- a. Review Common Responsibilities (Section 2120).
- b. Develop Wildlife Branch portion of the Incident Action Plan.
- c. Supervise Wildlife Branch operations.
- d. Determine resource needs and communicate those needs to the Logistics Section and the Resources Unit in the Planning Branch.
- e. Update the Unified Command and Situation Unit (Planning Branch) of impacted wildlife and those at risk.
- f. Assemble and disassemble strike teams/task forces assigned to the Wildlife Branch.
- g. Attend pre-planning and planning meeting and UC briefings. May also be requested for interviews with the media.
- h. Report information about special activities, events, requests and occurrences to Operations Section Chief and the Situation Unit in the Planning Section.
- i. Review suggested list of resources to be released and initiate recommendation for release of resource. Carry out Demobilization Plan.
- j. Maintain Unit/Activity Log (ICS 214).

### **3251 Wildlife Reconnaissance Group Supervisor**

The Wildlife Reconnaissance Group Supervisor, under the direction of the Wildlife Branch Director, is responsible for coordinating reconnaissance surveys of wildlife at the spill site and in areas potentially at risk from the spill. The group supervisor will establish and supervise as many units as necessary to survey the spill area from the air, boat, and shoreline. Operational activities and results will be reported to the Wildlife Branch Director and the Situation Unit Leader (Planning Branch).

- a. Review Common Responsibilities (Section 2120).
- b. Develop wildlife reconnaissance portion of the Incident Action Plan for the next operational period and implement the assignments of the current Incident Action Plan.
- c. Supervise Wildlife Reconnaissance Units and operations.
- d. Create and disseminate protocols for timely information gathering and reporting to the group supervisors or unit leaders.
- e. Determine resource needs and communicate to the Logistics Section through the Wildlife Branch Director.
- f. Assemble and disassemble strike teams/task forces as necessary.
- g. Report observations of the Wildlife Reconnaissance Teams to the Situation Unit Leader and the Wildlife Branch Director.
- h. Review suggested list of resources to be released and initiate recommendation for release of resource. Carry out Demobilization Plan as directed.
- i. Maintain Unit/Activity Log (ICS 214).

### **3251.1 Aerial Survey Unit Leader**

The Aerial Survey Unit Leader under the direction of Wildlife Reconnaissance Group Supervisor is responsible for coordinating and conducting aerial reconnaissance surveys of wildlife at the spill site and of those potentially at risk from the spill.

- a. Review Common Responsibilities (Section 2120 and 2121).
- b. Implement the aerial survey assignments in the current Incident Action Plan following established protocols.
- c. Supervise aerial wildlife reconnaissance operations.
- d. Report observations to the Group Supervisor, Wildlife Branch Director, and Situation Unit Leader (Planning Branch).
- e. Determine resource needs and communicate to the Logistics Section through the Group Supervisor or Wildlife Branch Director.
- f. Carry out Demobilization Plan as directed.
- g. Maintain Unit/Activity Log (ICS 214).

### **3251.2 Boat Survey Unit Leader**

The Boat Survey Unit Leader under the direction of the Wildlife Reconnaissance Group Supervisor is responsible for coordinating and conducting water based reconnaissance surveys of wildlife at the spill site and of those potentially at risk to the spill.

- a. Review Common Responsibilities (Section 2120 and 2121).
- b. Implement the on-water survey assignments in the current Incident Action Plan following established protocols.
- c. Supervise on-water wildlife reconnaissance operations.
- d. Assemble and disassemble strike teams/task forces as necessary.
- e. Report observations to the Group Supervisor, Wildlife Branch Director, and Situation Unit Leader (Planning Branch).
- f. Determine resource needs and communicate to the Logistics Section through the Group Supervisor or Wildlife Branch Director.
- g. Carry out Demobilization Plan as directed.
- h. Maintain Unit/Activity Log (ICS 214).

### **3251.3 Shoreline Survey Unit Leader**

The Shoreline Survey Unit Leader under the direction of Wildlife Reconnaissance Group Supervisor is responsible for carrying out shoreline reconnaissance surveys of wildlife at the spill site and of those potentially at risk to the spill.

- a. Review Common Responsibilities (Section 2120 and 2121).
- b. Implement the shoreline survey assignments in the current Incident Action Plan following established protocols.
- c. Supervise shoreline wildlife reconnaissance operations.
- d. Assemble and disassemble strike teams/task forces as necessary.
- e. Report observations to the Group Supervisor, Wildlife Branch Director, and Situation Unit Leader (Planning Branch).
- f. Determine resource needs and communicate to the Logistics Section through the Group Supervisor or Wildlife Branch Director.
- g. Carry out Demobilization Plan as directed.
- h. Maintain Unit/Activity Log (ICS 214).

### **3252 Hazing Group Supervisor**

The Wildlife Hazing Group Supervisor under the direction of the Wildlife Branch Director is responsible for minimizing wildlife impact and losses during spill responses. The deployment of acoustic, visual, or other wildlife hazing measures shall be authorized in the Incident Action Plan. All activities, status and location of wildlife and hazing operations shall be reported regularly to the Wildlife Branch Director and the Situation Unit Leader (Planning Branch).

- a. Review Common Responsibilities (Section 2120).
- b. Develop wildlife hazing portion of the Incident Action Plan.
- c. Implement and supervise wildlife hazing operations.
- d. Determine resource needs and communicate to the Logistics Section through the Wildlife Branch Director.
- e. Review suggested list of resources to be released and initiate recommendation for release of resource. Carry out Demobilization Plan as directed.
- f. Assemble and disassemble strike teams/task forces as necessary.
- g. Report activities, observations, and results to the Situation Unit Leader through the Wildlife Branch Director.
- h. Maintain Unit/Activity Log (ICS 214).

### **3253 Recovery and Transportation Group Supervisor**

Under the direction of the Wildlife Branch Director, the Wildlife Recovery Group Supervisor is responsible for the search and recovery of dead and live impacted wildlife and transporting them to processing/rehabilitation center(s). The supervisor is responsible for arranging transportation of live oiled wildlife to rehabilitation centers and the transportation of dead wildlife to a secure storage facility. This group should coordinate with Situation Unit (Planning Branch) in conducting surveys of wildlife in the vicinity of the spill. The establishment of several strike teams or task forces will likely be necessary to survey the entire spill area.

- a. Review Common Responsibilities (Section 2120).
- b. Determine resource needs and communicate to the Logistics Section through the Supervisor and the Wildlife Branch Director.
- c. Establish and implement protocols for timely collection and transportation of impacted wildlife throughout the spill area.
- d. Coordinate group activities with the Veterinary Services Group and Processing Group Supervisors.
- e. Assemble and disassemble strike teams/task forces as necessary.
- f. Coordinate transportation of wildlife to processing center(s).
- g. Brief the Wildlife Branch Director on activities.
- h. Review suggested list of resources to be released and initiate recommendation for release of resource. Carry out Demobilization Plan as directed.
- i. Maintain Unit/Activity Log (ICS 214)

### **3254 Processing Group Supervisor**

The Wildlife Processing Group Supervisor under the direction of the Wildlife Branch Director is responsible for establishing and maintaining central wildlife processing center(s) for receiving and documenting all impacted wildlife collected, dead or alive. The group supervisor will establish and direct the operations of the Wildlife Intake Unit and the Wildlife Impact Documentation Unit.

- a. Review Common Responsibilities (Section 2120).
- b. Develop wildlife processing portion of the Incident Action Plan.
- c. Supervise the operations of the Wildlife Intake and Wildlife Impact Documentation Units.
- d. Coordinate group and unit activities with the Veterinary Services Group and Recovery and Transportation Group Supervisors.
- e. Determine resource needs and communicate to the Logistics Section through the Wildlife Branch Director.
- f. Assemble and disassemble strike teams/task forces and processing centers as necessary.
- g. Report locations, numbers and species of dead and live animals received to the Wildlife Branch Director and Situation Unit Leader daily or more frequently if so directed.
- h. Review suggested list of resources to be released and initiate recommendation for release of resource. Carry out Demobilization Plan as directed.
- i. Maintain Unit/Activity Log (ICS 214).

### **3254.1 Intake Unit Leader**

The Wildlife Intake Unit Leader under the direction of the Wildlife Processing Group Supervisor is responsible for processing and documenting all impacted wildlife collected whether dead or alive. Duties may include: logging in and handling impacted wildlife; maintaining chain-of-custody; collecting pertinent information regarding an animal's condition and degree of oiling; photographing animals; and evidence tagging. Standardized forms and procedures should be used at all times.

- a. Review Common Responsibilities (Sections 2120 and 2121).
- b. Develop wildlife intake portion of the Incident Action Plan.
- c. Supervise Wildlife Intake Unit operations.
- d. Determine resource needs and communicate to the Logistics Section through the Group Supervisor or Wildlife Branch Director.
- e. Assemble and disassemble strike teams/task forces as necessary.
- f. Provide records/documentation of all wildlife collected whether dead or alive to the Wildlife Impact Documentation Unit.
- g. Carry out Demobilization Plan as directed.
- h. Maintain Unit/Activity Log (ICS 214).

### **3452.2 Wildlife Impact Documentation Unit Leader**

The Wildlife Impact Documentation Unit Leader under the direction of the Wildlife Processing Group Supervisor is responsible for maintaining and reporting information on wildlife collected. Documentation shall include (at least) date and location of collection, captured live or dead, species, numbers of animals, and disposition. Duties may also include maintaining and reporting information collected by field reconnaissance units.

- a. Review Common Responsibilities (Section 2120 and 2121).
- b. Develop the Wildlife Impact Documentation portion of the Incident Action Plan.
- c. Supervise Wildlife Impact Documentation Unit operations.
- d. Determine resource needs and communicate to the Logistics Section through the Group Supervisor or Wildlife Branch Director.
- f. Assemble and disassemble strike teams/task forces as necessary.
- g. Report locations, number, and species of dead and live animals received to the Wildlife Branch Director and Situation Unit Leader daily, or more frequently if so directed.
- e. Carry out Demobilization Plan as directed.
- h. Maintain Unit/Activity Log (ICS 214).



## **3255 Veterinary Services Group Supervisor**

Under the direction of the Wildlife Branch Director, the Veterinary Services Group Supervisor is responsible for establishing and maintaining the Wildlife Rehabilitation Center(s). The supervisor is responsible for receiving oiled wildlife, processing wildlife into the system by recording essential information on live and dead wildlife intake forms, collecting necessary feather and tissue samples from live animals, conducting triage, stabilization, treatment and rehabilitation of oiled wildlife. The supervisor is responsible for assuring appropriate transportation to established treatment centers for oiled animals requiring extended care and treatment. May be same as OWCN Response Director.

- a. Review Common Responsibilities (Section 2120).
- b. Determine resource needs and establish rehabilitation center(s) for impacted wildlife.
- c. Coordinate the combined resources and capabilities of the OWCN and any other private wildlife care organizations to provide optimum treatment and rehabilitation services.
- d. Maintain status (number/type/species/disposition) of impacted wildlife and brief the Wildlife Branch Director regularly.
- e. Maintain communication and coordinate activities with the Recovery and Transportation Group and Processing Group Supervisors.
- f. Coordinate transport of wildlife to other facilities as needed.
- g. Coordinate release of rehabilitated wildlife.
- h. Review suggested list of resources to be released and initiate recommendation for release of resource. Implement demobilization plan as directed.
- i. Brief the Wildlife Branch Director on activities.
- j. Maintain Unit/Activity Log (ICS 214).

### **3255.1 OSPR/OWCN Bird Unit Leader**

The OSPR/OWCN Bird Unit Leader under the direction of the Veterinary Services Group Supervisor is responsible for receiving live oiled birds requiring extended care and treatment at established treatment centers, recording essential medical information, conducting triage, stabilization, treatment, and rehabilitation of oiled birds.

- a. Review Common Responsibilities (Section 2120 and 2121).
- b. Treat and rehabilitate impacted wildlife and maintain the necessary documentation.
- c. Coordinate release of rehabilitated wildlife.
- d. Brief the Group Supervisor and Wildlife Branch Director on activities.
- e. Assemble and disassemble strike teams/task forces as necessary.
- f. Determine resource needs and communicate to the Logistics Section through the Group Supervisor or Wildlife Branch Director.
- g. Carry out Demobilization Plan as directed.
- h. Maintain Unit/Activity Log (ICS 214)

### **3255.2 OSPR/OWCN Pinniped Unit Leader**

The OSPR/OWCN Pinniped Unit Leader under the direction of the Veterinary Services Group Supervisor is responsible for receiving live oiled pinnipeds requiring extended care and treatment at established treatment centers, recording essential medical information, conducting triage, stabilization, treatment, and rehabilitation of oiled pinnipeds.

- a. Review Common Responsibilities (Section 2120 and 2121).
- b. Treat and rehabilitate impacted wildlife and maintain the necessary documentation.
- c. Coordinate release of rehabilitated wildlife.

- d. Brief the Group Supervisor and Wildlife Branch Director on activities.
- e. Assemble and disassemble strike teams/task forces as necessary.
- f. Determine resource needs and communicate to the Logistics Section through the Group Supervisor or Wildlife Branch Director.
- g. Carry out Demobilization Plan as directed.
- h. Maintain Unit/Activity Log (ICS 214)

### **3255.3 OSPR/OWCN Sea Otter Unit Leader**

The OSPR/OWCN Sea Otter Unit Leader under the direction of the Veterinary Services Group Supervisor is responsible for receiving live oiled sea otters requiring extended care and treatment at an established treatment center, recording essential medical information, conducting triage, stabilization, treatment, and rehabilitation of oiled sea otters.

- a. Review Common Responsibilities (Section 2120 and 2121).
- b. Treat and rehabilitate impacted wildlife and maintain the necessary documentation.
- c. Coordinate release of rehabilitated wildlife.
- d. Brief the Group Supervisor and Wildlife Branch Director on activities.
- e. Assemble and disassemble strike teams/task forces as necessary.
- f. Determine resource needs and communicate to the Logistics Section through the Group Supervisor or Wildlife Branch Director.
- g. Carry out Demobilization Plan as directed.
- h. Maintain Unit/Activity Log (ICS 214)

## **3300 Initial Emergency Communication**

### **3310 Initial Assessment and Action Check-off Lists & Procedures**

#### **3311 Initial Assessment and Response Actions (Checklist)**

The following initial assessment and response actions (first 2 hours after notification) will be carried out by Federal, State and Responsible Party Incident Commanders in response to the report of an oil spill equivalent to any worst case, major or potential major spill. It is envisioned that the various response organizations will initially activate their Operations Sections and Command Staffs of the Incident Command System. **All entities take action simultaneously to accomplish a rapid, effective and organized response.** This is the first step toward establishing a fully functioning Unified Command System.

## **GOALS TO BE ACCOMPLISHED DURING THE FIRST 2 HOURS:**

Ensure Personnel Safety  
Secure Source  
Complete Notifications  
Assess Situation: Magnitude, Severity,  
& Threat  
Initiate Immediate Response Actions

### **INCIDENT COMMANDER:**

Federal, State, and Responsible Party (RP) Incident Commanders take the following immediate actions:

- \_\_\_\_\_ Complete Notifications.
- \_\_\_\_\_ Activate the Operations Section of the ICS. The Operations Section takes the immediate actions as assigned below.
- \_\_\_\_\_ Activate the Command Staff. The Command Staff elements take the immediate actions as assigned below.
- \_\_\_\_\_ Obtain Initial Incident Status and Situation Assessment Briefings from Operations Section Chief and Command Staff (complete ICS form 201).
- \_\_\_\_\_ Assess situation, determine priorities, establish strategic goals and tactical objectives, and assess response needs.
- \_\_\_\_\_ Identify team to consider use of alternate technologies, especially dispersants. Set goal for time of decision.
- \_\_\_\_\_ Develop initial Incident Action Plan (IAP) and identify initial preplanned response strategies to implement.
- \_\_\_\_\_ OSC decides if the Oil Spill Liability Trust Fund is to be opened. State Incident Commander decides if the State Fund is to be opened.
- \_\_\_\_\_ Authorize information releases to the media and schedule initial press conference.
- \_\_\_\_\_ Review results of initial helicopter over-flight of scene, and determine desired intensity of air operations.
- \_\_\_\_\_ Incident Commanders jointly establish a Unified Command organization, staffing and identify Command Post location.

## **OPERATIONS SECTION:**

- \_\_\_\_\_ Request Coast Guard Search and Rescue Mission Coordinator respond as needed.
- \_\_\_\_\_ Request Emergency Medical Services assistance as needed. **(EMS Operations will be performed and coordinated through existing local EMS systems.)**
- \_\_\_\_\_ Determine if pollution source can be secured and direct operations to secure, if possible.
- \_\_\_\_\_ Dispatch pollution response team.
- \_\_\_\_\_ Identify and document the discharge source and Responsible Party, if necessary.
- \_\_\_\_\_ Evaluate the severity of the incident. Estimate window(s) of opportunity. (Figure 3000.C/D)
- \_\_\_\_\_ Conduct situation analysis including grounding, firefighting and salvage problems. (Sections 8000 & 3243)
- \_\_\_\_\_ Conduct HAZMAT situation investigations, site surveys, air monitoring, and analyze HAZMAT problems, if any.
- \_\_\_\_\_ Direct and manage HAZMAT resources to accomplish tactical operational objectives, if necessary.
- \_\_\_\_\_ Determine current, tide and weather effects on the situation and product movement.
- \_\_\_\_\_ Initiate data collection and evaluation of option to use dispersants. Use dispersant checklist from Section 4560.
- \_\_\_\_\_ Identify sites for immediate pre-cleaning. Identify personnel to conduct pre-cleaning operations.
- \_\_\_\_\_ Identify high priority areas for early protection. Select appropriate response strategies to implement from Section 4600.
- \_\_\_\_\_ Estimate equipment required for initial response priorities. (Figure 3000.D)
- \_\_\_\_\_ Direct the delivery and deployment of first equipment to arrive on scene.
- \_\_\_\_\_ Consider dispatching liaisons to local Oil Spill Response Organization(s).
- \_\_\_\_\_ Identify safety hazards that may be present and report observations to the Safety Officer.
- \_\_\_\_\_ Brief Incident Commander, make recommendations concerning priorities, strategic goals and tactical objectives. Assist with development of the Immediate Incident Action Plan.
- \_\_\_\_\_ Recommend that the Oil Spill Liability Trust Fund or State Fund be opened, if necessary. Coast Guard to obtain Federal Project Number and ceiling if the federal fund is opened. (Section 6300 & 3320.3)
- \_\_\_\_\_ Arrange for initial CG helicopter over-flight with Marine Safety Office observer and video link (or follow-up flight) for OSC, State and RP.

\_\_\_\_\_ Ensure response teams issue appropriate Federal and State forms:

Notice of Federal Interest (CG)  
Letter of Designation of Source (CG)  
Directive/Administrative Order (CG)  
Notice of Federal Assumption (CG)

\_\_\_\_\_ Identify and request additional resource and logistics needs.

\_\_\_\_\_ Suggest organization and staffing for the Operations Section of the Unified Command. (Section 3000)

#### **SAFETY STAFF:**

\_\_\_\_\_ Identify and evaluate immediate public health and safety risks, and fire/explosion hazards.

\_\_\_\_\_ Recommend site control or evacuations to isolate public from possible exposure.

\_\_\_\_\_ Assess environmental conditions, including air and water monitoring, and recommend immediate actions to be taken by first responders for protection of health and safety.

\_\_\_\_\_ Determine if spill has weathered to grade "D" or below.

\_\_\_\_\_ Verify that all agency personnel already mobilized for initial response have the OSHA training required to participate in response.

\_\_\_\_\_ Conduct site safety evaluation and develop Site Safety Plan. (See Sections 9932.1/2222)

\_\_\_\_\_ Recommend staffing level for Safety Staff to Unified Command.

#### **INVESTIGATION STAFF:**

\_\_\_\_\_ Dispatch casualty investigator to scene: ‘

To assist pollution team to identify source and RP.

To conduct drug testing (if applicable)

To secure statements, physical evidence, and samples.

\_\_\_\_\_ Coordinate concurrent investigations and conduct cooperative investigations where appropriate.

\_\_\_\_\_ Recommend staffing level for Investigations to Unified Command.

#### **INFORMATION MANAGEMENT STAFF:**

\_\_\_\_\_ Act as Historian and record all case-related information. Ensure that all response personnel are carefully documenting all response and incident information. **(NOTE: Initiating data capture immediately is key to efficiently and effectively preparing to write the after-action report.)**

\_\_\_\_\_ Complete Initial Incident Information Sheet and pass to all responders.

\_\_\_\_\_ Draft Pollution Report (POLREP) for release by FOSC.

\_\_\_\_\_ Setup and maintain a crisis information status board, summary forms, display systems and any other methods to effectively manage response information.

\_\_\_\_\_ Initiate central data collection and routing systems.

#### **PUBLIC AFFAIRS STAFF:**

- \_\_\_\_\_ Prepare initial press release to read:  
"Yes, we have received a report of a spill and we are in the process of investigating. A formal press release will be prepared as soon as possible."
- \_\_\_\_\_ Prepare more detailed press statement for future release. (Section 2221)
- \_\_\_\_\_ Make initial arrangements for first press briefing.
- \_\_\_\_\_ Organize and conduct Unified Command media briefings.

**LIAISON STAFF:**

- \_\_\_\_\_ Serve as the initial point of contact for participating response agencies and identify appropriate assignment to ICS.
- \_\_\_\_\_ Receive and coordinate all calls from public and private entities offering assistance or requesting information.
- \_\_\_\_\_ Make recommendations to the Incident Commander on the organization, staffing and tasking for the future Unified Command System.
- \_\_\_\_\_ Maintain a spill response summary distribution list for all public and private entities requesting spill response status reports.
- \_\_\_\_\_ Resolve and identify to the UC public and private concerns related to the status and effectiveness of the response.

**LEGAL STAFF:**

- \_\_\_\_\_ Provide legal advice to the Incident Commander in support of response decision making.

**Figure 3000.C**

DATE:\_\_\_\_\_ TIME:\_\_\_\_\_

**SITUATION ASSESSMENT**  
**URGENCY OF SITUATION:**

IMMEDIATE SAFETY CONCERNS OF PERSONNEL ON-SCENE:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

ACTIONS UNDERWAY TO ENSURE SAFETY:

1. \_\_\_\_\_
2. \_\_\_\_\_

POSSIBLE WORST CASE SCENARIO(S):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**VESSEL SITUATION ASSESSMENT:**

WINDOWS OF OPPORTUNITY:

- \_\_\_\_\_ HOURS UNTIL SHIP STRANDS
- \_\_\_\_\_ HOURS UNTIL WEATHER, SEAS, WIND, CURRENT WORSEN/ACCELERATE WORST CASE
- \_\_\_\_\_ HOURS UNTIL SHIP SINKS
- \_\_\_\_\_ HOURS REQUIRED TO EXTINGUISH FIRE
- \_\_\_\_\_ ESTIMATED HOURS TO PREVENT WORST CASE SCENARIO
- \_\_\_\_\_ HOURS TO DETERMINE REQUIRED RESOURCES
- \_\_\_\_\_ HOURS UNTIL REPAIRS COMPLETED/MACHINERY ON LINE
- \_\_\_\_\_ HOURS TO ARRANGE FOR DISPATCH OF APPROPRIATE RESOURCES
- \_\_\_\_\_ HOURS UNTIL TOWING/FIREFIGHTING/SALVAGE VESSELS ARRIVE
- \_\_\_\_\_ HOURS TO RIG TOW LINE, PUMPS, OTHER EQUIPMENT

**Figure 3000.D**

**SPILL THREAT**

ESTIMATED QUANTITY SPILLED: \_\_\_\_\_/\_\_\_\_\_ GALLONS/BARRELS

ESTIMATED RATE OF RELEASE \_\_\_\_\_

ESTIMATED BY: [ ] SOUNDING [ ] GAUGING

FREQUENCY OF TANK READINGS: \_\_\_\_\_

ESTIMATED TIME TO SECURE SOURCE: \_\_\_\_\_

OBSTACLES TO SECURING SOURCE: \_\_\_\_\_

SPILL TRAJECTORY:

DIRECTION OF MOVEMENT: \_\_\_\_\_

EST. SURFACE AREA OF SLICK: \_\_\_\_\_

ESTIMATED TIME TO LANDFALL: \_\_\_\_\_

**MAJOR SENSITIVE SITES AT IMMEDIATE RISK: TIME BEFORE IMPACT OCCURS**

(REFERENCE: SECTION 4600)

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_



**Figure 3000.E**

**ESTIMATE OF EQUIPMENT REQUIRED**

- Notes:     1. Use a separate worksheet for each individual site requiring a response.  
              2. See Section 5000 for complete local equipment listing.

SITE: \_\_\_\_\_  
\_\_\_\_\_

**Boom:**

Type _____	Length _____
Source _____	ETA: _____

Type _____	Length: _____
Source _____	ETA: _____

Type _____	Length _____
Source _____	ETA: _____

Type _____	Length: _____
Source _____	ETA: _____

Type _____	Length _____
Source _____	ETA: _____

**Skimmers:**

Type _____	Capacity: _____
Source _____	ETA: _____

Type _____	Capacity: _____
Source _____	ETA: _____

Type _____	Capacity: _____
Source _____	ETA: _____

**Boats:**

LOA _____	HP _____	Radio Freq _____
Source _____	ETA _____	

LOA _____	HP _____	Radio Freq _____
Source _____	ETA _____	

LOA _____	HP _____	Radio Freq _____
Source _____	ETA _____	

**Figure 3000.E cont.**

**Barges:**

Make \_\_\_\_\_ Capacity \_\_\_\_\_  
Source \_\_\_\_\_ ETA \_\_\_\_\_

Make \_\_\_\_\_ Capacity \_\_\_\_\_  
Source \_\_\_\_\_ ETA \_\_\_\_\_

Make \_\_\_\_\_ Capacity \_\_\_\_\_  
Source \_\_\_\_\_ ETA \_\_\_\_\_

**Portable Pumps:**

Type \_\_\_\_\_ HP \_\_\_\_\_  
Source \_\_\_\_\_ ETA \_\_\_\_\_

Type \_\_\_\_\_ HP \_\_\_\_\_  
Source \_\_\_\_\_ ETA \_\_\_\_\_

Type \_\_\_\_\_ HP \_\_\_\_\_  
Source \_\_\_\_\_ ETA \_\_\_\_\_

**Communication Equipment:**

Type \_\_\_\_\_ Model \_\_\_\_\_ Number \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

Type \_\_\_\_\_ Model \_\_\_\_\_ Number \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

Type \_\_\_\_\_ Model \_\_\_\_\_ Number \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

Type \_\_\_\_\_ Model \_\_\_\_\_ Number \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

**Sorbents:**

Type \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

Type \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

Type \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

**Figure 3000.E cont.**

**Other Equipment:**

Type \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

Type \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

Type \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

Type \_\_\_\_\_ Source \_\_\_\_\_  
ETA \_\_\_\_\_

Staging Area: \_\_\_\_\_  
\_\_\_\_\_

**Transportation Support:**

TYPE	NUMBER	SOURCE
Aircraft: _____	_____	_____
_____	_____	_____
Trucks: _____	_____	_____
_____	_____	_____
_____	_____	_____
Other: _____	_____	_____
_____	_____	_____
_____	_____	_____

Boat Launch: \_\_\_\_\_

**Number of Personnel for Response Equipment Support:**

Deploy Boom \_\_\_\_\_ Tend Boom \_\_\_\_\_

Operate Skimmer \_\_\_\_\_ Vessel/Boat Operation \_\_\_\_\_

Deploy Sorbent \_\_\_\_\_ Recover Sorbent \_\_\_\_\_

**Other** \_\_\_\_\_ **Personnel Transportation:** \_\_\_\_\_

## **3312 Containment, Countermeasures, and Recovery**

### **GOALS TO BE ACCOMPLISHED:**

Contain and Recover Spilled Product  
Deploy Appropriate Pollution Countermeasures  
Monitor and Evaluate Overall Response Strategy  
Develop Daily Incident Action Plans  
Establish Unified Command Post and Organization

### **UNIFIED COMMAND:**

The Federal On-Scene Coordinator (OSC), State, and Responsible Party (RP) Incident Commanders take these actions:

- \_\_\_\_\_ Designate Unified Command Post location. Establish Unified Command schedule and daily routine including times for over flights, press briefings, staff and daily Incident Action Plan briefings (see Figures 3000.E – 3000.J for guidance).
- \_\_\_\_\_ Ensure Unified Command personnel understand their responsibilities as described in the ACP and task Unified Command elements in accordance with these responsibilities.
- \_\_\_\_\_ Authorize the ordering and deployment of response resources.
- \_\_\_\_\_ Attend the Response Operations Status Briefing.
- \_\_\_\_\_ Conduct initial Press Briefing.

### **PLANNING SECTION CHIEF:**

- \_\_\_\_\_ Complete Incident Action Plan and brief Unified Command (Response Planning Briefing). Report on effectiveness of initial response actions underway.
- \_\_\_\_\_ Develop and recommend oil spill response activity priorities during early response phases to the Unified Command.
- \_\_\_\_\_ Attend Response Operations Status Brief.
- \_\_\_\_\_ Initiate response planning for day 2. Develop alternative strategies.

### **STRATEGY BRANCH:**

- \_\_\_\_\_ Assist Planning Section Chief develop natural resource protection priorities and protection strategies using Section 4600 and other references. Document strategy plans.
- \_\_\_\_\_ Prepare and update alternative response strategies and tactical operations plans that anticipate changing requirements.
- \_\_\_\_\_ Identify and recommend additional resources and logistics needs.
- \_\_\_\_\_ Collect, analyze, and disseminate information about the situation as it progresses, including:
  - (a) personnel
  - (b) equipment
  - (c) facilities

- (d) materials and supplies
- (e) casualty information
- (f) discharge information
- (g) environmental observations and forecasts
- (h) impacts to natural and economic resources; and
- (i) the status of response operations

\_\_\_\_\_ Complete a Situation Status Report Form for briefings as needed.

#### **TECHNICAL BRANCH:**

- \_\_\_\_\_ Finalize evaluation of appropriate opportunities to effectively use Alternative Response Technology (ART), including chemical countermeasures, in-situ burning, bioremediation. (Section 4560)
- \_\_\_\_\_ Coordinate with Natural Resource Trustees to forecast, identify, and assess natural resource injuries. (Section 5630.1)
- \_\_\_\_\_ Provide the Planning Section Chief with a disposal Plan that details the collection, temporary storage, transportation, recycling, and disposal of all anticipated response wastes. (Section 3320.4 & 4550)
- \_\_\_\_\_ Provide scientific and technical information and analysis to support response planning and operations.

#### **OPERATIONS SECTION CHIEF:**

- \_\_\_\_\_ Assist the Planning Section to define strategic response goals and tactical operational objectives for the Incident Action Plan.
- \_\_\_\_\_ Develop detailed mission assignments, sortie schedules, duty lists to accomplish the operational objectives detailed in the Incident Action Plan.
- \_\_\_\_\_ Document, evaluate and report on response countermeasure efficiency.
- \_\_\_\_\_ Provide feedback to Planning Section on field operations with recommendations for long or short-term plans to be developed.
- \_\_\_\_\_ Brief Unified Command. (Response Operations Status Brief)

#### **RECOVERY/PROTECTION BRANCH:**

- \_\_\_\_\_ Implement, in priority, the preplanned protection and recovery strategies identified in the Incident Action Plan (see section 4600 of the ACP).
- \_\_\_\_\_ Deploy and maintain booms, dikes, or other protection devices as directed to accomplish protection, diversion, or containment strategies, and modify planned strategies as required by actual field conditions.
- \_\_\_\_\_ Direct the deployment and operation of VOSS's, skimmers, vacuum trucks and other equipment and methods to effectively accomplish the tactical cleanup objectives of the Incident Action Plan.
- \_\_\_\_\_ Identify field conditions affecting containment, skimming and other cleanup operations and counteract, if possible.
- \_\_\_\_\_ Direct the collection, temporary storage, transportation, recycling and disposal of recovered wastes.
- \_\_\_\_\_ Ensure that product which has been contained, diverted or collected is recovered and transferred to approved temporary storage sites. (Sections 4550 and 3320.4)

- \_\_\_\_\_ Manage temporary storage sites to prevent secondary discharges or cross contamination.
- \_\_\_\_\_ Confirm the laboratory results characterizing the wastes as hazardous or non-hazardous, and prepare required RCRA manifests as required.
- \_\_\_\_\_ Confirm the capacities of recycling or disposal sites.
- \_\_\_\_\_ Identify decontamination needs and direct required cleaning/decontamination of vessels, equipment and personnel.
- \_\_\_\_\_ Maintain up-to-date estimates of product recovered and volume of waste generated.
- \_\_\_\_\_ Report on the status, efficiency and effectiveness of shore side recovery, cleanup methods, and resources used to Operations Chief for daily briefings.
- \_\_\_\_\_ Identify and request additional protection resource and logistics needs.

#### **AIR OPERATIONS BRANCH:**

- \_\_\_\_\_ Request NOTAM to implement positive air space control. (Section 3220)
- \_\_\_\_\_ Provide surveillance overflights as requested by Unified Command.
- \_\_\_\_\_ Arrange for Coast Guards HU25B Aircrews aircraft unless resources provided by RP.
- \_\_\_\_\_ Request additional aircraft resources and release aircraft when authorized.
- \_\_\_\_\_ Direct and coordinate air operations missions to conduct oil spill tracking, observation, and remote sensing.
- \_\_\_\_\_ Coordinate mission tasking with scientific and technical observers.
- \_\_\_\_\_ Report oil spill tracking, observation, and remote sensing results and coordinate observation to direct operational activities.
- \_\_\_\_\_ Conduct air operations missions to apply dispersants, chemical countermeasure, bioremediation, or other alternative response technologies as directed by the Operations Section Chief.
- \_\_\_\_\_ Coordinate ground services and aircraft support.
- \_\_\_\_\_ Identify and request additional logistics needs.

#### **SITE MANAGEMENT BRANCH:**

- \_\_\_\_\_ Identify and prepare designated staging sites and facilitate the movement of response resources into operation.
- \_\_\_\_\_ Develop and implement the Incident Security Plan.
- \_\_\_\_\_ Develop safety zones, security zones, and vessel traffic management alternatives for approval by the Captain of the Port (COTP). (Section 3700)
- \_\_\_\_\_ Coordinate and implement enforcement of safety zones, security zones, and vessel traffic management systems.
- \_\_\_\_\_ Identify and request additional resources and logistics needs.

### **WILDLIFE OPERATIONS BRANCH:**

- \_\_\_\_\_ Coordinate wildlife recovery and capture operations. (Section 3250)
- \_\_\_\_\_ Establish wildlife rehabilitation centers and conduct rehabilitation operations.
- \_\_\_\_\_ Maintain documentation on wildlife delivered for rehabilitation.
- \_\_\_\_\_ Identify resources and logistics support requirements.

### **LOGISTICS SECTION CHIEF:**

- \_\_\_\_\_ Ensure the prompt delivery of resources to support response operations. Early emphasis on the delivery of heavy response equipment and personnel, providing communications resources, and the continuous need for support services are the highest priorities.
- \_\_\_\_\_ Brief Unified Command. (Response Operations Status Brief)

### **COMMUNICATIONS BRANCH:**

- \_\_\_\_\_ Request CG transportable communications center and set up PST communications van for interim.
- \_\_\_\_\_ Develop, implement, and coordinate the Incident Communications Plan.
- \_\_\_\_\_ Post diagram of comms system with frequency use information with Information Management Branch.
- \_\_\_\_\_ Deliver, issue, track, maintain, and support all communications resources.
- \_\_\_\_\_ Identify additional communications resources or logistics needs.

### **SERVICE BRANCH:**

- \_\_\_\_\_ Provide and coordinate emergency and routine medical services to response personnel.
- \_\_\_\_\_ Provide and coordinate meals and subsistence support to response personnel.
- \_\_\_\_\_ Plan, document, and account for the number and type of meals required.
- \_\_\_\_\_ Establish kitchens, galleys, canteens, and other food services support locations.
- \_\_\_\_\_ Provide potable drinking water and other beverages required to support response operations.
- \_\_\_\_\_ Provide and coordinate berthing facilities assigned to response personnel.
- \_\_\_\_\_ Plan, document, and account for the number and type of berthing facilities required.
- \_\_\_\_\_ Maintain berthing quarters, and hotel contracts to provide sleeping, hygiene, and restroom facilities for response personnel.

### **SUPPORT BRANCH:**

- \_\_\_\_\_ Deliver and coordinate the delivery of response equipment, material, and supplies with early emphasis on protective booms, boom boats and skimmers.
- \_\_\_\_\_ Maintain stocks of expendable supplies ready to be issued.
- \_\_\_\_\_ Issue personal protective equipment, ready gear bags, and expendable personal supplies to response personnel.
- \_\_\_\_\_ Coordinate the ordering and delivery of spare parts, supplies, materials, and other resources to meet response needs.
- \_\_\_\_\_ Provide and coordinate response facility locations, including Command Posts, staging sites, communications facilities, berthing, messing, and sanitary facilities, and other response facilities.
- \_\_\_\_\_ Operate and manage the "motor pool" of dedicated ground transportation vehicles.

**PERSONNEL BRANCH:**

- \_\_\_\_\_ Coordinate authorized response assignments made to qualified emergency response workers.
- \_\_\_\_\_ Determine personnel need for response, and identify source of personnel. Ensure personnel are properly trained, and health and safety issues addressed.
- \_\_\_\_\_ Plan, document, and account for response personnel assignments.
- \_\_\_\_\_ Develop and manage a Unified Command personal locator system (roster) to track the assignment and location, including phone numbers, of individual responders.
- \_\_\_\_\_ Develop and manage watch rotation assignments. Ensure watch schedule published and distributed to all personnel.
- \_\_\_\_\_ Manage and coordinate the processing of private individuals and public groups volunteering to perform response operations. (Section 4243.2)
- \_\_\_\_\_ Manage the training, qualification, and certification process needed to convert private volunteers into qualified emergency response workers. (Section 4243.2)



**FINANCE SECTION CHIEF:**

- \_\_\_\_\_ Refer to Section 6500 for Cost Documentation and Recovery checklist.
- \_\_\_\_\_ Provide, manage, coordinate, document, and account for access to response funding sources, including the Oil Spill Liability Trust Fund, Natural Resources Damage Assessment Fund, State of California funding sources and any other sources of response funding.
- \_\_\_\_\_ Coordinate and ensure the proper completion of response cost accounting documentation.
- \_\_\_\_\_ Coordinate and manage response ceilings, budgets and cost estimates.
- \_\_\_\_\_ Serve as the primary contact to the National Pollution Funds Center (NPFC) and the NPFC Case Officer.

**CONTRACT BRANCH:**

- \_\_\_\_\_ Negotiate, coordinate, document, and manage all contracts needed to support response operations.
- \_\_\_\_\_ Manage, coordinate, document, and account for all procurement orders needed to support response operations.
- \_\_\_\_\_ Manage, coordinate, document, and account for all payments made to support response operations.

**COST BRANCH:**

- \_\_\_\_\_ Manage, coordinate, and perform cost documentation in accordance with OSLTF and State requirements to account for response costs. (Section 6500)
- \_\_\_\_\_ Plan, coordinate, document, and account for response costs based on the time personnel, equipment, and other resources accountable to the response.

**Figure 3000.F**

**SUGGESTED DAILY SCHEDULE OF EVENTS**

**UNIFIED COMMAND**

<b>0600</b>	Release POLREP (Information Management Staff)
<b>0700</b>	Release Press Statement (Public Affairs Staff)
<b>0700-0730</b>	Staff Brief: Unified Command Staff
<b>1000-1100</b>	Response Operations Status Brief
<b>1100</b>	Press Brief: Incident Commanders
<b>1300-1700</b>	Field Survey/Overflight
<b>1700</b>	Response Operations Status Brief Response Planning Brief
<b>1800</b>	Release POLREP (Information Management Staff)

**SUGGESTED DAILY SCHEDULE OF EVENTS**

**FIELD OPERATIONS**

<b>0600-0630</b>	Forward Command Post Brief: Incident Action Plan of the Day
<b>0600-1800</b>	Carry out Incident Action Plan of the Day
<b>0800</b>	Situation Status Update to Unified Command Post*
<b>1300</b>	Situation Status Update to Unified Command Post*
<b>1300-1700</b>	Field Survey/Overflight: Unified Commanders
<b>1600</b>	Situation Status Update to Unified Command Post*
<b>1800</b>	Forward Command Post Debrief Review Next Day's Incident Action Plan
<b>2000</b>	Situation Status Update to Unified Command Post*
<b>2000-0600</b>	Prepare for Next Day's Incident Action Plan

\* These are brief situation status updates ("all boom deployed, 2 skimmers operational", etc) from field posts to the Operations Section Chief of Unified Command Post and will normally be communicated via telephone or fax.

**Figure 3000.G**

## **STAFF BRIEF**

*[Purpose: The purpose of the daily Command Staff Briefing is to communicate and discuss issues involving the internal Unified Command organization. For example, the Unified Command, including the Command Staff, is expected to grow or shrink based on operational needs. Internal structure and personnel assignments would be discussed and decided on at this meeting. Other items for the Command Staff include the effectiveness and efficiency of internal information management (routing/dissemination); issues involving the daily press briefing; legal issues; etc. Once the organization is fully functioning, these meetings will occur with less frequency. It is envisioned that the Unified Commanders, Command Staff Chiefs, and the Operations, Logistics, Planning and Finance Chiefs would be present at this meeting.]*

## **SUGGESTED AGENDA**

### **BRIEFING ITEM BRIEFING BY**

- |    |   |                       |
|----|---|-----------------------|
| 1. | Safety Issues<br>Site Safety Plan Update  | Safety Staff Chief    |
| 2. | UCS Organization Changes<br>Public and Private Concerns<br>Other Liaison Issues | Liaison Staff         |
| 3. | Joint Information Center Issues<br>Daily Press Briefing Issues/Concerns         | Public Affairs Staff  |
| 4. | Investigation Status/Issues Update  | Investigations Staff  |
| 5. | Status of Information Management System   | Info Management Staff |
| 6. | Status/Update on Legal Issues   | Legal Staff           |

**Figure 3000.H**

**RESPONSE OPERATIONS STATUS BRIEF**

*[Purpose: The purpose of the Daily Operations Briefing is to communicate the status of all operations. This brief does not include future plans because these are developed in detail by the Planning Staff and presented/discussed during the afternoon briefing. As the operational tempo subsides, the two briefings would be combined into one. The Unified Commanders, Command Staff Chiefs and the Planning, Operations, Logistics, and Finance Chiefs would attend this meeting. The Unified Commanders conduct the press briefing immediately following this briefing.]*

**SUGGESTED AGENDA**

**BRIEFING ITEM**

**BRIEFING BY**

**1. OPERATIONS**

**Chief, Operations**

Situation Status Report\*  
Estimate of Total Oil Spilled  
Estimate of Total Oil Recovered  
Total On Water Equipment Resources Employed  
Total On Land Equipment Resources Employed  
Shoreline Status  
Status of Response Operations  
Current Field Conditions  
Wildlife Recovery Operations Update  
Status of Waste Management/Disposal Operations  
Future Recommendations for Planning and Logistics Sections

**2. LOGISTICS**

**Chief, Logistics**

Logistics Status Report  
Status of Communications: Resources and Needs  
Services Update: Medical, Food, Berthing, Restrooms  
Supplies: Status of Needs, Delivery, Inventory  
Facilities Update: Forward Command Post(s), UC Post  
Transportation: Status of Needs, Schedules, Resources  
Personnel: Numbers, Assignments, Volunteers  
Future Recommendations for Planning and Ops Sections

**3. FINANCE**

**Chief, Finance**

Finance Status Report:  
Contracts  
Expenditures  
Claims  
Future Recommendations

\*Completed Situation Status Report Form to be provided at each briefing by the Planning Section.

**Figure 3000.I**

## **RESPONSE PLANNING BRIEF**

*[Purpose: This briefing is conducted immediately after the afternoon Response Operations Status Briefing with the objectives of reviewing efforts to implement current Incident Action Plan of the Day and presenting the Response Plan for the next 24 hours. It is envisioned that the Unified Commanders, Command Staff Chiefs, and the Operations, Logistics, Planning and Finance Chiefs would be present at this meeting.]*

## **SUGGESTED AGENDA**

### **BRIEFING ITEM**

### **BRIEFING BY**

- |    |  |                  |
|----|--|------------------|
| 1. | Status of Efforts to Implement<br>Incident Action Plan of the Day<br>(last 24-hr)  | Planning Section |
|    |  |                  |
| 2. | Presentation of Incident Action Plan for<br>Next 24-hrs:<br>Strategic Objectives<br>Response Priorities<br>Key Assets Required to Achieve Goals<br>Weather Considerations<br>Alternative Strategies<br>Responsibilities for Elements |                  |
|    |  |                  |
| 3. | Status of the General (long-range) Plan  |                  |

**FIGURE 3300.J**

**INCIDENT ACTION PLAN # \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_**

**RESPONSE PRIORITIZATION:**

**(Describe if preplanned strategies  
not implemented or nonexistent)**

**IMPLEMENT TACTICAL OBJECTIVES:**

**PREPLANNED**

**STRATEGIES? (Y/N)**

**Examples: Exclusionary, Diversionary  
or Containment Booming, Dike, Pre-clean  
Beach, etc.**

**A. HUMAN HEALTH AND SAFETY:**

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**B. ENVIRONMENTALLY SENSITIVE AREAS:**

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**C. ECONOMICALLY SIGNIFICANT AREAS:**

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**SIGNATURES:**

\_\_\_\_\_(RESPONSIBLE PARTY)

DATE: \_\_\_\_\_

\_\_\_\_\_(FOSC)

DATE: \_\_\_\_\_

\_\_\_\_\_(OSPR)

DATE: \_\_\_\_\_

## 3313 Cost Documentation and Recovery

### GOALS TO BE ACCOMPLISHED:

Open the Oil Spill Liability Trust Fund, if necessary  
Open the State Fund, if necessary  
Authorize private and government entities to conduct cleanup and removal operations  
Document cleanup and removal costs according to applicable procedures

### UNIFIED COMMAND:

- \_\_\_\_\_ Approve access to the Oil Spill Liability Trust Fund (OSLTF) and set response ceilings. (FOSC)
- \_\_\_\_\_ Exercise concomitant responsibility for effective ceiling management while incident is ongoing. (FOSC)
- \_\_\_\_\_ Decide if other agencies may assist in cleanup and removal effort(s) (federal, state, local or Indian tribe) and authorize the agency or agencies to perform the cleanup/removal operations.
- \_\_\_\_\_ Decide on private contractor(s) to employ for cleanup/removal operations, if any.
- \_\_\_\_\_ Approve access to the State Fund, if necessary. (State IC)
- \_\_\_\_\_ If accessed, ensure State Funds are managed in accordance with applicable procedures. (State IC)

### FINANCE SECTION CHIEF:

- \_\_\_\_\_ Coordinate and ensure response cost accounting documentation is conducted in accordance with the National Pollution Funds Center Technical Operating Procedures (TOPs) (NPFCINST 16451.2) for removal activities that require reimbursement from the OSLTF.
- \_\_\_\_\_ Coordinate and ensure that other reimbursable removal activities are conducted in accordance with state and or local procedures, if necessary.
- \_\_\_\_\_ Serve as the primary contact to the National Pollution Funds Center and the NPFC Case Officer to coordinate response cost recovery actions.

### CONTRACT BRANCH:

- \_\_\_\_\_ Issue a verbal Authorization To Proceed (ATP) for Basic Ordering Agreement (BOA) Contractor(s) and identify a specific ceiling for each contractor. Follow-up with a written delivery order (OF-347).
- \_\_\_\_\_ Contact the Contracting Officer (MLCPAC(f) at 510-437-5915 or after hours through PACAREA OPCEN (510-437-3700)) to inform him/her that a verbal ATP was issued. Forward the written delivery order to the Contracting Officer.
- \_\_\_\_\_ If no BOA Contractor is available, call the Contracting Officer to request issuance of a services contract. (If unable to reach the Contracting Officer, issue ATP (FOSC limit is \$25,000) and inform the Contracting Officer at the earliest opportunity). \*\*note\*\* The COTP Zone LALB is under a special pilot program with the NPFC which raises the FOSC limit to \$50,000.
- \_\_\_\_\_ If State Fund is accessed, follow applicable state contracting procedures to obtain cleanup contractor services.

## **COST BRANCH:**

\_\_\_\_\_ If FOSC approves access to the OSLTF, obtain a Federal Project Number and corresponding ceiling authorization from PACAREA OPCEN @ 510-437-3701. The following information must be provided when requesting a FPN:

1. Name of all known vessels and/or facilities involved
2. Substance spilled and estimated amount, if known.
3. The source of the discharge or threat of discharge.
4. The responsible party, if known.
5. The location and date of the discharge.
6. The body of water impacted or threatened.
7. The initial ceiling requested under this FPN.
8. The planned obligations under this FPN (for example, EPA/ERT costs).
9. The name of the cleanup contractor(s) selected, if any.

\_\_\_\_\_ Follow-up verbal request with message traffic.

\_\_\_\_\_ Request increase(s) in ceiling, if necessary.

\_\_\_\_\_ Ensure the following information is included in each POLREP released:

1. The approved project ceiling
2. Estimated cumulative obligations to date

\_\_\_\_\_ Determine complexity level of the case. Ensure NPFCINST 16451(series) operating procedures are carried out for the appropriate level.

\_\_\_\_\_ Level I - Routine: Removal costs not to exceed \$50,000; removal activities to be completed within 1-2 weeks.

\_\_\_\_\_ Level II - Moderately Complex: Removal costs are between \$50,000 and \$200,000; removal activities take place in several locations with various government agencies involved.

\_\_\_\_\_ Level III - Significantly Complex: Removal costs are greater than \$200,000; removal activities involve several contractors and government agencies and several locations.

\_\_\_\_\_ If spill is Level II, consider calling NPFC for assistance. If Level III, call NPFC immediately for assistance at 703-235-4765/67/68.

\_\_\_\_\_ Ensure all parties involved in removal activities understand cost documentation requirements of FOSC or State IC.

\_\_\_\_\_ If Alternate Record Keeping System is proposed, ensure system is approved by the NPFC prior to implementing the alternate system.

\_\_\_\_\_ Complete Daily Resource Report (Dailies) covering unit resources involved in removal activities.

\_\_\_\_\_ Collect Daily Resource Reports or official records from other Coast Guard units.

\_\_\_\_\_ Issue "Pollution Removal Funding Authorizations" (PRFA) to other government agencies for removal activities.



- \_\_\_\_\_ Review the SF-1080 and Daily Resource Reports submitted by other government agencies and certify that services were authorized and completed.
- \_\_\_\_\_ Review contractor invoices and Daily Resource Reports and certify that services were authorized and completed.
- \_\_\_\_\_ Resolve any discrepancies between government agencies and contractors prior to submitting documentation.
- \_\_\_\_\_ Ensure all documentation submitted with frequency required by NPFCINST 16451(series)
- \_\_\_\_\_ Submit Completion Report to NPFC. If case is expected to last several months, submit interim reports at 30 day intervals.

## 3314 Removal and Disposal

### GOALS TO BE ACCOMPLISHED:

Take proactive steps to minimize waste production  
Ensure that recovered products are recycled, if possible  
Approve temporary storage sites  
Ensure that all waste products are transported and  
Disposed of properly

### UNIFIED COMMAND:

- \_\_\_\_\_ FOSC, State IC determine conditions under which decanting will be authorized, including locations, duration, and maximum hydrocarbon level of the discharge. If Marine Sanctuary is involved, the NOAA Administrator of the Marine Sanctuary will approve decanting.
- \_\_\_\_\_ Review and approve proposed disposal plan.
- \_\_\_\_\_ Ensure that waste generation is minimized, recycling is maximized and that all waste generated is disposed of properly.

### DISPOSAL UNIT:

- \_\_\_\_\_ Immediately identify sites to be pre-cleaned for minimizing waste generation. Develop pre-cleanup plan and identify personnel to conduct pre-cleanup operations.
- \_\_\_\_\_ Monitor pre-cleanup operations on-site.
- \_\_\_\_\_ Recommend to the Incident Commanders (and NOAA Administrator of the Marine Sanctuary, if applicable) of the conditions, if any, under which decanting should be allowed so that skimming operations are as efficient as possible.
- \_\_\_\_\_ RP, OSPR and California Environmental Protection Agency, Department of Toxic Substance Control (DTSC), representatives develop a detailed disposal plan for each forward command post or skimming site, as needed. Include, as a minimum, identification of temporary storage sites, State certified testing lab(s) to be used, waste/product transportation logistics, any on-site treatment, recycling procedures and disposal sites.
- \_\_\_\_\_ Submit disposal plan to Unified Command for review and approval.
- \_\_\_\_\_ Coordinate with the Safety Officer to ensure use of disposable protective equipment is balanced against the waste generation consideration/problem.
- \_\_\_\_\_ Coordinate with the Recovery and Protection Branch to ensure use of disposable sorbents is balanced against the waste generation consideration/problem.
- \_\_\_\_\_ DTSC representative to evaluate and approve temporary storage site(s).
- \_\_\_\_\_ Contact the Regional Water Quality Board (RWQCB) for concurrence of the temporary storage sites.
- \_\_\_\_\_ Ensure that local government emergency response agencies concur with temporary storage sites and obtain any applicable permits.
- \_\_\_\_\_ Ensure all waste is tested at a State certified lab, as required, prior to transportation for recycling or disposal.

- \_\_\_\_\_ Ensure that all material determined to be hazardous is properly manifested and transported to a Class I waste management facility.
- \_\_\_\_\_ Ensure that material determined to be non-hazardous is identified on a bill of lading and transported to a Class II waste management facility identified by the local health department(s) and the RWQCB.
- \_\_\_\_\_ DTSC representative to determine if cleanup materials can/should be treated by a Transportable Treatment Unit (separation or decanting of water or incineration) at the temporary storage site.
- \_\_\_\_\_ If cleanup materials are treated at the temporary storage site, ensure that the applicable permits are obtained from the Regional Water Quality Control Board or the local Air Quality Control agency.
- \_\_\_\_\_ OSPR representative to handle all oiled wildlife and carcasses.

## 3315 Demobilization and Secure Operations

### **GOALS TO BE ACCOMPLISHED:**

Develop and Implement Demobilization Plan  
Conduct Final Survey  
Finalize FOSC Report/Capture Lessons Learned  
Secure Operations

### **UNIFIED COMMAND:**

- \_\_\_\_\_ Review and approve proposal for securing operations: define criteria to be met before site is considered "clean" for the purposes of the cleanup operations.
- \_\_\_\_\_ Review and approve demobilization plan.
- \_\_\_\_\_ Develop recommendations for improving future cleanup operations.
- \_\_\_\_\_ FOSC review and submit final report to the Regional Response Team.
- \_\_\_\_\_ Give the order to secure operations.

### **INFORMATION MANAGEMENT STAFF:**

- \_\_\_\_\_ Prepare final incident report and submit to FOSC for approval.

### **PLANNING SECTION:**

- \_\_\_\_\_ Develop, distribute, and implement a demobilization plan, including recommendations for release of resources. Ensure resources demobilization schedule meets all operational needs and that equipment is not released too early in the cleanup process.
- \_\_\_\_\_ Develop specific criteria under which operations will be secured (define "clean") and forward to the UC for review/approval.
- \_\_\_\_\_ Coordinate Natural Resource Trustees and ensure all damage assessment studies are completed or substantially underway. Prepare and submit final report to UC.
- \_\_\_\_\_ When ordered, secure operations and forward all necessary documentation to the Information Management Staff, including a list of lessons learned.

### **LOGISTICS SECTION:**

- \_\_\_\_\_ Implement natural resource restoration.
- \_\_\_\_\_ Establish demobilization facilities and coordinate all logistics for equipment removal.
- \_\_\_\_\_ Provide logistics for decontamination of cleanup equipment and vessels.
- \_\_\_\_\_ Coordinate the delivery of crane barges and other demobilization equipment.
- \_\_\_\_\_ Account for all equipment (vehicles, comms gear, etc.).
- \_\_\_\_\_ When ordered, secure operations and forward all necessary documentation to the Information Management Staff, including a list of lessons learned.

### **OPERATIONS SECTION:**

- \_\_\_\_\_ Identify decontamination resource and logistics needs for all equipment and accomplish necessary decontamination.
- \_\_\_\_\_ Establish vessel cleaning stations and monitor decontamination operations.

- \_\_\_\_\_ Secure safety zones, security zones, and vessel traffic management systems implemented for the spill.
- \_\_\_\_\_ When ordered, secure operations and forward all necessary documentation to the Information Management Staff, including a list of lessons learned.

**FINANCE SECTION:**

- \_\_\_\_\_ Ensure all cost documentation is finalized and completed in accordance with NPFCINST 16451(series). Submit Completion Report to the NPFC.
- \_\_\_\_\_ When ordered, secure operations and forward all documentation to the Information Management Staff, including a list of lessons learned.

## 3320 Notification of an Oil Spill

### 3321 Notifications

A substantial spill of oil usually has a responsible party (RP) who is aware that the discharge has occurred (as in the case of a vessel grounding or collision, or a tank or pipeline rupture at a facility, for example). The party responsible for a discharge of oil into the navigable waters of the United States is required by federal law (40 CFR Part 302) to immediately report the discharge to the Coast Guard; and if the discharge occurs within the waters of the state of California, by state law to report it to the state. Responsible parties meet their requirement under federal law by reporting the spill to the National Response Center or to the local Coast Guard Marine Safety Office. State law requires the report to be made to the Office of Emergency Services. However, reports of oil spills (usually smaller ones) are often made by persons other than the responsible party directly to the local Coast Guard MSO or to the NRC. The diagram below depicts the ways that the initial notification of an oil spill can be received, and the notification protocol that exists among the federal and state principals.

**NRC USCG 1-800-424-8802**

**CA OES 1-800-852-7750**

**If Possible:    Local USCG MARINE SAFETY OFFICE**  
**San Francisco Bay    510-437-3073**  
**LA/LB    562-980-4444**  
**San Diego    619-683-6500**

Information to be collected and passed as part of the notification procedure is listed on the Incident Information Form. The minimum information required to be passed is indicated by an asterisk (\*) on the form. The form designates responsibility and ensures accountability for the notification of other federal and state agencies and non-profit/public interest groups. The intent is to show the chain of responsibility for notifications, rather than a specific notification check off list intended for use by all parties. No attempt has been made to represent the complete notification lists used by state and local government emergency contacts.

### 3322 NOTIFICATION TABLE\*

#### FEDERAL

AGENCY/GROUP	RESPONSIBLE FOR NOTIFYING:	
CG MSO (SF, LA, SD)	USCG Pacific Strike Team	415-883-3311(24hr)
	CA OES	800-852-7750 (24hr)
	CA DFG/OSPR	916-323-0716 (24 hr)
	CG PACAREA/D11 OPCEN	510-437-3700 (24hr)
	NOAA SSC	800-SKY-8888/PIN 579-8818 (24h) 510.772.8279
	<b>Duty PA (Alameda) -- (Email <u>5107728865@page.nextel.com</u>)</b>	
	USCG Public Affairs (north)	510-437-3325
	Cell	510-772-8865
	USCG Public Affairs (south)	310-420-6668
	PIAT	252-331-6000
LA-LB 2000	USCG Group/Airsta Humboldt Bay	707-839-6116
	USCG Group San Francisco	415-399-3417/3530
	3000-46	

**For additional Federal contacts see section 5610**

**STATE OF CALIFORNIA**

**AGENCY/GROUP**

**RESPONSIBLE FOR NOTIFYING:**

**CA OES**

CA EPA, Dept. of Toxic Substance Control **916-324-1826(24hr)**

CALTRANS **510-286-0315(24hr)**

California Highway Patrol (CHP) **707-648-5550(24hr)**

**\*\* Other agencies as prescribed by state notification system**

County OES

County Health Department(s) (or designated local emergency contact)

County Fire Department(s)

County & City Police Department(s)

Harbormaster(s)/Port Authority(s)

**\*\* Other agencies and groups as prescribed by county notification system**

**\*\* owners/operators/trustees of property or facilities potentially impacted  
Harbormaster(s)/Fisherman's Organization(s) Port Authority(s)**

**For additional State of California contacts see section 5620**

**OSPR**

CA Office of Emergency Services **800-852-7550  
(24hr)**

CA Dept. of Parks & Recreation **916-988-7322 (24hr)**

CA Coastal Commission **415-904-5200**

CA State Lands Commission **800-852-7550  
(24hr)**

Farallones Nat'l Marine Sanctuary **415-561-6622**

International Bird Rescue Research Center  
(IBRRC) **510-841-9086  
(24hr)**

IBRRC Marine Mammal Center **415-289-7325  
(24hr)**

National Park Service/GGNRA **415-561-4620**

(24hr)

State Interagency Oil Spill Committee  
(SIOSC) Confidential Notification List

U.S. Fish & Wildlife Service  
(appropriate field office)

**For additional State of California contacts see section 5620**

**Wildlife Contacts**

Center for Marine Conservation	<b>415-391-6204</b>
Marine Mammal Center	<b>415-289-7325(24hr)</b>
Marine Mammal Center Friends of the Sea Otter	<b>415-289-7325 (9am-5pm)</b>
Pacific Wildlife Care Center	<b>805-489-0411</b>
Save Our Shores	<b>831-462-5660</b>

*\*This table is intended to show possible notifications. It is not a detailed notification checklist.*

**3400 Required Correspondence**

**3410 Federal Letters and Reports**

**3411 Notice of Federal Interest (CG-5169)**

Reference COMDTINST M16000.11, Coast Guard Marine Safety Manual, Volume VI, Chapter 7.B.3.a.

**3412 Notice of Federal Assumption**

Reference COMDTINST M16000.11, Coast Guard Marine Safety Manual, Volume VI, Chapter 7.B.3.d.

**3413 Letter of Designation**

Reference COMDTINST M16000.11, Coast Guard Marine Safety Manual, Volume VI, Chapter 7.

**3414 Situation/Pollution Reports Guidance (SITREP/POLREP)**

Reference COMDTINST M16000.11, Coast Guard Marine Safety Manual, Volume VI, Chapter 7.B.6.b.(1).  
The POLREP format can be found in Volume VII of the Marine Safety Manual, Figure 7-7.

**3415 OSC Report**

OSC Reports will be submitted as required by the RRT or at the discretion of the OSC for a particular incident as stated in 40 CFR 300.165.



## **3420 State Letters and Reports**

### **3421 Cleanup and Abatement Orders**

A Clean Up and Abatement Order can be issued by the State. It would include information such as:

“Any person who discharges oil into marine waters, upon order of the administrator, shall do all of the following:

- (1) Clean up the oil.
- (2) Abate the effects of the discharge.
- (3) In the case of a threatened discharge, take other necessary remedial action.

Upon failure of any person to comply with a cleanup or abatement order, the Attorney General or a district attorney, at the request of the administrator, shall petition the superior court for that county for the issuance of an injunction requiring the person to comply with the order. In any such suit, the court shall have jurisdiction to grant a prohibitory or mandatory injunction, either preliminary or permanent, as the facts may warrant.” (Government Code Section 8670.62)

### **3422 Cease and Desist Orders**

When the administrator determines that any person has undertaken, or is threatening to undertake, any activity or procedure that (1) requires a permit, certificate, approval, or authorization under this chapter, without securing a permit, or (2) is inconsistent with any of the permits, certificates, rules, regulations, guidelines, or authorizations, previously issued or adopted by the administrator, or (3) threatens to cause or substantially increases the risk of unauthorized discharge of oil into the marine waters of the state, the administrator may issue an order requiring that person to cease and desist. (Government Code Section 8670.69.4)

## **3500 Tactical Response Priorities Refer to Section 4500**

## **3600 Tactical Response Strategies Refer to Section 4600**

## **3700 Vessel Traffic Management**

### References

- (a) 33 USC 1221
- (b) 33 USC 1225
- (c) 33 USC 1231
- (d) 33 CFR 1
- (e) 33 CFR 6
- (f) 33 CFR 160
- (g) 33 CFR 165

Introduction. In the event of an oil spill, one of the FOSC's concerns will be the effective, efficient, and safe routing of any marine traffic affected by the spill. This safe routing of marine traffic will largely be conducted by the Vessel Traffic Service Los Angeles/Long Beach (VTS). The FOSC has a variety of options available to accomplish this, ranging from no action to complete port closure. Port Traffic Management (PTM) responses will vary considerably based upon the types and amounts of traffic encountered, the size and location of the spill, and the material that is spilled. (Further considerations are listed below.)

## Definitions.

1. COTP Order: For the purposes of this Annex, a COTP order may be issued to a vessel prohibiting movement from its current position and thereby spreading pollution. A COTP Order is a directive issued to a specific entity for a stated period of time and whose parameters are clearly delineated in the order itself. It gains its authority under reference (a) and is promulgated under reference (f). Failure to comply with a COTP Order may result in a \$25,000 civil penalty. Willfully and knowingly violating an Order may result in a criminal fine and imprisonment for committing a Class D felony. In addition to this, the specified vessel may be seized and held liable for any monetary assessments.

2. Safety Zone: For the purposes of this Annex, a Safety Zone may be declared to either keep vessels from entering a contaminated area, or to keep them from leaving. A Safety Zone is a water area, a shoreline area, or a combination thereof to which, for safety or environmental purposes, access is limited. It may be stationary and described by fixed limits or it may be described as a zone around a vessel in motion. The COTP establishes these normally temporary zones. Safety Zones get their authority from refs (b), (c), (d), (e), and (f) and are promulgated under ref (g). The penalties for violating a Safety Zone are identical to those of the COTP Order.

3. Administrative Order: The Administrative Order is a direct extension of the authority vested to the FOSC within CERCLA and the FWPCA (as amended by OPA 90). It is a written order from the FOSC to the Responsible Party (RP) concerning some aspect of a pollution investigation and/or the cleanup operations. A RP will be fined for not complying with an Administrative order within the time specified in the Administrative Order.

## Traffic Management Considerations.

As stated in the introduction, PTM responses will vary considerably based upon the circumstances of each spill. Some of the information that must be considered by the COTP/FOSC at the time will be:

1. circumstances surrounding the incident which require other action such as search and rescue, fire-fighting, and salvage operations;
2. how much initial containment is achieved and whether the source has been secured;
3. size of the spill;
4. existing weather conditions and seasonal sea currents affecting the drift of the spill AND the drift of the vessel(s) discharging the pollutants;
5. actual position of the incident with relation to a Traffic Separation Scheme (TSS) and if its location is within the VTS LA/LB AOR;
6. whether sufficient resources and time exist to establish and enforce mandatory traffic patterns (as opposed to closing the port);
7. economic effect of long-term rerouting of traffic and/or closure of a port.

In general, there are four traffic management options available to the COTP/FOSC during a spill and its aftermath:

1. no action required;
2. short term/minor rerouting by the VTS or other means, via COTP Order, Administrative Order, or Safety Zone;
3. long term/significant rerouting by the VTS or other means, via COTP Order, Administrative Order, or Safety Zone;

4. port closure by the VTS via COTP Order, Administrative Order, or Safety Zone.

Long term closure of a commercial port is a drastic event with adverse economic consequences to both the port and the shipping industry. Whenever possible, alternate Traffic Separation Schemes (TSS) should be utilized by the VTS to allow for movement of vessels within the affected ports of Los Angeles and Long Beach. The COTP/FOSC will take into consideration the input of the local pilot associations, the VTS

LA/LB, and the unified command when deciding whether to close the port or reroute vessel traffic.

When a distressed vessel needs to be towed into the Ports of Los Angeles and Long Beach for repairs, salvage, or another reason, the COTP has prearranged the use of a special berth for that vessel to moor at. For the Port of Long Beach, the berth is LB 201. On weekends and after hours berth LA 73 will be utilized by the Port Police until the Port of LA designates another.

Enclosure (1) to this Annex contains alternative TSS for the approaches to the port of Los Angeles-Long Beach. Notification of a shift to alternate TSS will be accomplished through VTS Broadcasts in accordance with COTP direction, Marine Information Broadcasts and the Harbor Information Traffic System (HITS). VTS Broadcasts will be made on CH 14 VHF-FM. Marine Information Broadcasts will be made on CH 16 and CH 22 VHF-FM and also on harbor working frequencies (CH 13, CH 65 and CH 77 VHF-FM).

### Scenarios

1. Most Probable Spill:

a. Description: This spill involves a small amount of material and generally has little or no effect upon traffic.

b. Action likely to be considered: Unless the potential for a greater spill or other disaster is present, no significant port/traffic action will be required. At most, some minor rerouting of traffic will be required due to booming or other cleanup operations. The following actions may be taken:

- A VTS Information Broadcast, Fast Fax, Marine Information Broadcast and HITS messages may be sent as necessary to keep interested parties informed.
- A COTP Order and/or an Administrative Order may be issued to direct the actions of the responsible party and other affected parties.

2. Maximum Most Probable Spill:

a. Description: This spill involves a moderate amount of material which will require establishment of the Unified Command but not a declaration of a SONS. The degree of traffic disruption that occurs will depend upon the location of the spill, the drift of the oil, and the extent of the cleanup operations.

b. Actions likely to be considered:

- VTS Information Broadcast, Fast Fax, Marine Information Broadcast and HITS messages may be sent as necessary to keep interested parties informed.
- A COTP Order and/or an Administrative Order may be issued to direct the actions of the responsible party and other affected parties.
- Declaration of a Safety Zone.
- Other limitations on vessel movement (i.e. restricted times of entry/departure from port, shift to alternate TSS) depending upon circumstances.

3. Worst Case

a. Description: Spill of a nationally significant amount of material or of a particularly dangerous chemical. A worst case spill will most likely have an effect upon traffic management to some degree.

b. Actions likely to be considered:

- When possible, in the event of a spill of this magnitude occurring near a port, all vessels within the harbor will be given the opportunity, and indeed urged, to depart the port prior to spread of the pollutant which may require closure of the port.
- VTS Information Broadcast, Marine Information Broadcast, Fast Fax, and HITS messages may be sent as necessary to keep interested parties informed.
- A COTP Order and/or an Administrative Order may be issued to direct the actions of the responsible party and other affected parties.
- Declaration of a Safety Zone to be monitored by the VTS and/or pilot stations.
- Activation of alternate TSS by the VTS.
- Port closure.
- Establishment of decontamination station for vessels prior to entering/leaving port (depending on site of spill).

Vessel Traffic Service

The Port of Los Angeles-Long Beach clearly will be adversely affected by a major spill that necessitates port closure. A plan agreed upon by the VTS LA/LB, both Pilot organizations and the Captain Of The Port (COTP) will promote the most efficient usage of pilots and navigable waterways that remain available. Based upon preliminary discussion with the VTS LA/LB and the LA and LB Pilots Associations, the following steps should be considered:

1. In any situation directly impacting traffic movement in and around San Pedro Bay, the Vessel Traffic Service (VTS) will control traffic.
2. In an extreme situation which requires closing both LA (Angel's Gate) and LB (Queen's Gate) breakwater entrances, the opening at the easternmost end of the breakwater can be used for entrance into San Pedro Bay. A TSS can be developed through anchorage D-4, D-5, K-4, K-5, and K-6.
3. Also to be considered is a transit of the Cerritos Channel for certain vessels under favorable weather conditions. According to the LA pilots association, during the closure of the East Basin due to an oil spill, vessels with beams less than 95 feet can safely transit through the Cerritos Channel. It is necessary also to consider a vessel's overhead clearance with relation to the power lines crossing the channel and the height of the Heim and Desmond bridges.
4. See Figure 3320.8a for suggested Alternate Traffic Separation Schemes for the Approaches to Los Angeles-Long Beach, including the closure of Angel's Gate. Figure 3320.8b is a recommended Vessel Movement Reporting System operating in conjunction with the VTS LA/LB for all situations affecting the Santa Barbara Channel or the western approaches to the Precautionary Area just outside the San Pedro Bay.

Other Vessel Traffic Considerations

One must consider the impact of an oil spill in any of the military operating areas, such as near San Clemente Island; San Nicholas Island; off Vandenberg Air Force Base and the Western Test Range; and off Point Mugu Naval Air Station and the Pacific Missile Test Range. These areas can be extremely hazardous for ships and personnel during an oil spill clean up.

Should an oil spill occur in any of these areas the following contact telephone numbers will allow one to identify hazards, if any, and provide for coordination with the respective authorities who control these areas.

1. San Clemente Island (Warning Area 291) 619-545-1775 FACSAC
2. Pacific Missile Test Range 805-989-8841 PLEAD CONTROL
3. Western Test Range 805-734-8232 EXT 64472  
FRONTIER CONTROL or EXT 64508

#### Additional Recommendations for Port Traffic Subcommittee

There are two action items which the Port Traffic and Management Subcommittee will be addressing for future updates to this plan:

1. An emergency action plan for the establishment of a temporary VTS for the Santa Barbara Channel outside the VTS LA/LB AOR.
2. The development of an alternate TSS to prepare for the potential closure of the southern approach to San Pedro Bay.

#### ALTERNATE TRAFFIC SEPARATION SCHEME

Should the charted TSS running coastwise from Point Conception to San Pedro Bay require closure, a TSS formed by the following lines is recommended for coastwise shipping:

33-59.1N	120-40W	TO	33-18.7N	119-00W
33-57.9N	120-40W	TO	33-17.5N	119-00W
33-55.8N	120-40W	TO	33-15.3N	119-00W
33-54.7N	120-40W	TO	33-14.3N	119-00W

then on a bearing of 097 degrees true to a Precautionary Area 5NM in diameter around position 33-10.1N 118-00.7W

The southern TSS from the Precautionary Area just outside San Pedro Bay should be extended to reach the Precautionary Area previously described.

Inside the Bay, if one or the other entrances requires closure, a TSS for movements between the Long Beach and the Los Angeles harbor as deemed prudent by the Master, Pilot and the COTP:

33-42-55N	118-15-21W	TO	33-43-57N	118-12-09W
33-42-51N	118-15-13W	TO	33-43-53N	118-12-02W
33-42-45N	118-15-00W	TO	33-43-46N	118-11-48W
33-42-40N	118-14-52W	TO	33-43-41N	118-11-41W

#### VESSEL MOVEMENT REPORTING SYSTEM

The following Vessel Movement Reporting System (VMRS) is recommended for all situations affecting the Santa Barbara Channel or the western approaches to the Precautionary Area just outside the San Pedro Bay:

upon entering the TSS at 120-40W south of the Channel Islands;  
when crossing 120-00W;  
abeam Osborn Bank;  
entering the Temporary Precautionary Area east of Catalina Island, and when;  
entering the Precautionary Area approaching San Pedro Bay.

**Inside the San Pedro Bay the following points are recommended:**

1) Using Angel's Gate:

Angel's Gate,  
Reservation Point,  
Thomas Bridge, and when  
Mooring or getting underway.

2) For Los Angeles when Angel's Gate is closed:

Queen's Gate,  
LT 2 (on the breakwater) turning into/out of LA main channel,  
Reservation Point,  
Thomas Bridge, and when  
Mooring or getting underway.

3) For Long Beach Harbor:

Queen's Gate,  
Jacobsen Pilot's Station,  
Desmond Bridge, and when  
Mooring or getting underway.